

Workforce Development Directory



August 2008

Workforce Training and Education Coordinating Board

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WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD

Our Vision

Washington's Workforce Training and Education Coordinating Board is an active and effective partnership of labor, business, and government leaders guiding the best workforce development system in the world.

Our Mission

The Workforce Training and Education Coordinating Board's mission is to bring business, labor, and the public sector together to shape strategies to best meet the state and local workforce and employer needs of Washington in order to create and sustain a high-skill, high-wage economy.

To fulfill this Mission, Board members, with the support of staff, work together to:

- ▶ Advise the Governor and Legislature on workforce development policy.
- ▶ Promote a system of workforce development that responds to the lifelong learning needs of the current and future workforce.
- ▶ Advocate for the nonbaccalaureate training and education needs of workers and employers.
- ▶ Facilitate innovations in workforce development policy and practices.
- ▶ Ensure system quality and accountability by evaluating results and supporting high standards and continuous improvement.

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Washington State Labor Council

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How to Use the Workforce Directory

Welcome to the *2008 Workforce Development Directory*.

Here you'll find a comprehensive guide to Washington state's workforce development programs and related services. The Workforce Training and Education Coordinating Board created this directory to provide an in-depth look at the state's many sub-baccalaureate education and training programs and the funding that flows to each program.

For ease of use, the directory is divided into four broad sections: youth, adult workers, adult workers with employment barriers, and programs that work with industry.

Each program's purpose, history, funding, participant eligibility, and contact information is highlighted. In addition, the directory offers plenty of program details for policy analysts and legislative staff, as well as eligibility and contact information for case managers and counselors.

You'll read about the 18 programs in the state's workforce development system, as defined by state statute, which are directly overseen by the Workforce Board. (See the following page). You'll also get details on more than 20 other related workforce programs that provide help for everyone from displaced homemakers to disabled veterans. Taken together, these programs help Washington residents get the education and training they need to land a job, forge new career paths and acquire ongoing skills and expertise demanded by a changing economy.

You can access this directory online at: www.wtb.wa.gov (under Publications).

The Workforce Development System

Workforce development programs help people acquire the education, support and/or training they need to become employed, re-enter the workforce, or move ahead in their careers. The programs outlined in this directory are sub-baccalaureate programs, which means they cover a broad territory beginning with high school and reaching through apprenticeships, certificate programs and college education that stops short of a four-year degree. With 40 percent of all jobs requiring less than a bachelor's degree but more than a high school diploma, the programs outlined here have the potential to change lives and lift the state economy at the same time.

Role of Workforce Training and Education Coordinating Board

Washington's Workforce Training and Education Coordinating Board brings together business, labor and the public sector to help create and strengthen career and technical education, employment and training programs that lead to a high-skilled, high-wage workforce. Our researchers, policy analysts, and managers review the performance standards of a wide range of programs, closely monitoring which are most effective in helping Washington residents gain the skills they need to move ahead in today's job market. While more than 40 programs are detailed in this directory, 18 programs, by state definition, are considered to make up Washington's workforce development system.

The Workforce Board's strategic plan for workforce development, *High Skills, High Wages*, encompasses the 18 programs of the workforce development system, providing goals, objectives and strategies for this system of programs. Taken together, the state-defined workforce development system manages nearly \$1 billion a year in state and federal funding. The programs provide a variety of services, including occupational skills training, adult basic skills and English as a second language instruction, job search assistance, career guidance, and support services, such as child care, transportation and other services. The charts on the following pages provide an overview of the type and level of funding for each of these 18 programs.

CHART 1

State Workforce Development System (RCW 28C.18, RCW 50.12, and E.O. 99-02)

State Board for Community and Technical Colleges	Postsecondary Technical Education	275,753,182
	Worker Retraining Program	35,259,100
	Job Skills Program	2,725,000
	Customized Training Program	3,075,000
	Adult Basic Education	99,665,197
	Volunteer Literacy Program	432,573
	Subtotal	\$416,910,052
Office of Superintendent of Public Instruction	Secondary Career and Technical Education	294,466,558
	Even Start Family Literacy Program	1,068,070
	Subtotal	\$295,534,628
Employment Security Department	Workforce Investment Act (WIA) Title I-B Dislocated Workers Program	24,920,842
	WIA Title I-B Adult Training Program	17,601,075
	WIA Title I-B Youth Activities Program	20,232,310
	Training Benefits Program	20,000,000
	Wagner-Peyser	14,784,734
	Subtotal	\$97,538,961
Department of Social and Health Services	Division of Vocational Rehabilitation	\$54,096,000
Department of Services for the Blind	Vocational Rehabilitation for the Blind	\$11,191,420
Workforce Board	Carl D. Perkins Technical Education	1,174,232
	Private Vocational Schools Act	225,770
	Subtotal	\$1,400,002
Department of Labor and Industries	Apprenticeship	\$1,375,004
	Total Public Funds	\$878,046,067

CHART 2

State and Federal Funding Levels (RCW 28C.18, RCW 50.12, and E.O. 99-02)

Administering Agency	State Funds	Federal Funds	Agency Total
State Board for Community and Technical Colleges	393,411,188	23,498,864	416,910,052
Office of Superintendent of Public Instruction	284,408,480	11,126,148	295,534,628
Employment Security Department	20,000,000	77,538,961	97,538,961
Department of Social and Health Services	11,900,000	42,196,000	54,096,000
Department of Services for the Blind	2,361,480	8,829,940	11,191,420
Workforce Board	768,116	631,886	1,400,002
Department of Labor and Industries	1,375,004	0	1,375,004

Viewing the system by who is served

Another way to look at the state's workforce development systems is by the customer characteristics of each program. The major groups are youth, adults, and adults with barriers to employment such as individuals with disabilities, or who are economically disadvantaged or educationally unprepared.

CHART 3

State and Federal Funding Grouped by Youth and Adult Workforce Development Programs (RCW 28C.18, RCW 50.12, and E.O. 99-02)

Population Group	Number of Programs	Annual State Funds	Annual Federal Funds	Total Annual Funds
Youth	3	284,408,480	31,358,169	315,766,649
Adults	10	324,759,220	54,534,497	379,293,717
Adults with Barriers	5	105,056,568	77,929,315	182,985,883
TOTAL	18	\$714,224,268	\$163,821,981	\$878,046,249

To access an electronic copy of this directory, visit our Publications web page at www.wtb.wa.gov

WORKFORCE PREPARATION FOR ALL YOUTH (in-school and out-of-school)							
	Program	Targeted Population	State Funds	Federal Funds	Federal Grantor	Operating Cycle	State Admin. Agency
IN-SCHOOL	Secondary Career and Technical Education	All secondary students	\$284,408,000	\$10,059,000		7/01 to 6/30	Office of the Superintendent of Public Instruction
	Even Start Family Literacy	Low-income parents and their children		\$1,068,000	U.S. Dept. of Education	9/01 to 8/31	Office of the Superintendent of Public Instruction
	Washington Service Corps/AmeriCorps	Unemployed, out-of-school youth, 18-25	\$1,609,000	\$8,906,000		9/01 to 8/31	Employment Security Dept.
	Washington Conservation Corps	Unemployed youth, 18-25, with emphasis on minority and disadvantaged youth	\$1,775,000			7/01 to 6/30	Depts. of Ecology, Natural Resources, Fish & Wildlife, and Parks & Recreation
OUT-OF-SCHOOL	Job Corps	Low-income youth, 16-24		\$25,422,000	U.S. Dept. of Labor	7/01 to 6/30	U.S. Dept. of Labor
	Workforce Investment Act (WIA), Title I-B Youth Activities Program	Economically disadvantaged youth 14-21		\$20,232,000	U.S. Dept. of Labor	7/01 to 6/30	Employment Security Dept.
		TOTALS	\$287,792,000	\$65,687,000			

SECONDARY CAREER AND TECHNICAL EDUCATION

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Local Link: www.workforcecollege.com

Participation:	226,800 Washington high school students participated in secondary Career and Technical Education (CTE) during the 2005-2006 school year.
Who is Served:	All high school students in grades 9 through 12 are eligible to participate.
Program Description:	Secondary CTE gives students the chance to sample instructional programs within career pathways, including agriculture, business, technology, cosmetology, health and more. These programs teach occupational and technical skills and a solid work ethic. Students also gain leadership skills as they prepare for jobs or further career training and education after high school. The Perkins IV component of career and technical education is aimed at more fully developing the academic, career, and technical skills of secondary and postsecondary students who enroll in career and technical programs.
Other Program Characteristics:	Office of Superintendent of Public Instruction (OSPI) has organized all CTE programs within career pathways. Program standards are used to approve and evaluate CTE programs. These standards are also used to differentiate programs as exploratory or preparatory. Exploratory programs introduce students to the field while preparatory programs provide the education and skills training to prepare students for entry into the workplace or further education at the postsecondary level.
Program History:	Federal funding for career and technical education legislation began with the Smith-Hughes Act of 1917. In 1976, the Vocational Education Act set aside funds to assist special populations, such as persons with disabilities, educationally disadvantaged, and single parents. The current law is the third reauthorization of a 1984 act. Known as Perkins IV, the act emphasizes career and technical education programs integrating academic and occupational education, technology use, teacher training, and distance learning. State funding for career and technical education began in 1939 when legislation created a weighting factor for approved vocational classes in local school districts. Over the years, significant changes have been made to this funding formula. The term vocational education has also changed. It is now called career and technical education. State funding for secondary CTE uses an enhancement formula, whereby the local district's basic education apportionment receives enhanced funding for students who enroll in approved CTE programs.

Planning Cycle:	Five-year federal plan and an annual funding plan.
State Core Measures:	See Workforce Training Results at http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp
Other Outcome Measures:	CTE program standards are based largely on the use of industry-defined skill standards, including a variety of performance indicators. In addition, districts receiving federal career and technical education funds must report local program performance in accordance with the performance indicators identified in the Carl D. Perkins Career and Technical Education Act, including the attainment of career, technical, and academic skill proficiencies; acquisition of degrees, credentials, placement, and retention in postsecondary education or employment; and completion of career and technical programs leading to nontraditional training and employment.
Funding and Regional Division:	CTE programs are offered in approximately 235 local school districts and 10 career and technical education skills centers across the state. Local districts receive an enhancement to their Basic Education apportionment based on the number of career and technical education full-time equivalents (FTEs) reported by the district. To claim the career and technical FTE, a program and its instructor must be approved according to state regulations and/or OSPI policy. Perkins funds are allotted by the U.S. Department of Education to each state's eligible agency for strategic disbursement. The Workforce Board is Washington's eligible agency.
State Funding:	\$284,408,000 (July 1, 2006-June 30, 2007)
Federal Funding:	\$10,059,000 (July 1, 2007-June 30, 2008); U.S. Department of Education
Statutory Authority:	Carl D. Perkins Career and Technical Education Act as amended in 2006, P.L. 109-270. State: Basic Education Authorization to Common Schools, RCW 28A, WAC 180, and WAC 392. Administered by the Office of Superintendent of Public Instruction.

EVEN START FAMILY LITERACY PROGRAM

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Participation:

570 parents and 853 children participated in the Even Start Family Literacy Program during July 1, 2006-June 30, 2007.

Who is Served:

A family must have at least one eligible parent and one eligible child who is under eight-years-old, participating in the program together. The parent must be eligible for adult basic education programs under the Adult Education Act or be within the compulsory school attendance age range. Priority is given to families most in need of Even Start services as demonstrated by the area's level of poverty, illiteracy, unemployment, homelessness, limited English proficiency, or other similar need-related factors.

Program Description:

The Even Start Family Literacy Program is aimed at breaking the cycle of poverty and illiteracy by improving the educational opportunities of low-income families nationwide. The program integrates key services, including:

- Parent literacy training to spur economic self sufficiency.
- Age-appropriate education to prepare children for success in school and life.
- Interactive reading activities between parents and their children.
- Training that enables parents to become full partners in their child's education.

Other Program Characteristics:

This federal grant program provides funds to local entities. Each entity is required to form a partnership among local education agencies and one or more profit/nonprofit community-based organizations, public agencies, institutions of higher education, or nonprofit organizations. The program shall:

- Promote the academic achievement of children and adults.
- Assist children and adults from low-income families to achieve challenging state content standards and challenging student performance standards.
- Use instructional activities based on scientifically developed research on reading and prevention of reading difficulties.

Program History:

Congress authorized the federal Even Start Family Literacy program in 1989. The federal Even Start Family Literacy program has 13 projects in Washington State.

Planning Cycle:	Competitive grants are awarded for four-year periods across the state in partnership with community colleges and community-based organizations.
Outcome Measures:	Outcome measures for adults include improvement in reading, writing, English language acquisition, problem solving, and math skills. Other measures for adults include attainment of a high school diploma or GED, enrollment in postsecondary education, entry into a job-training program, entry into employment or career advancement, and improvement in parenting skills. Outcome measures for children include improvement in reading readiness and reading ability, school attendance, grade retention or advancement, or improvement in achieving the state's Essential Academic Learning Requirements. There are also outcome measures for program performance.
Funding and Regional Division:	Funding is allocated through a competitive grant process statewide.
State Funding:	None.
Federal Funding:	\$1,068,000 (September 1, 2007-August 31, 2008), U.S. Department of Education.
Statutory Authority:	This federal program is administered by the Office of Superintendent of Public Instruction. The program was first enacted in 1988 as part of the federal Elementary and Secondary Education Act of 1965. Since 1965, the Act has been amended several times. More recently, the program was amended by the Reading Excellence Act of 1999, the Omnibus Appropriations Act for fiscal year 2000, the Literacy Involves Families Together Act, and by the No Child Left Behind Act of 2001.

WORKFORCE INVESTMENT ACT, TITLE I-B YOUTH ACTIVITIES PROGRAM

Contact: Holly Watson
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State Website: <http://www.esd.wa.gov>
Local Link: <http://www.washingtonworkforce.org/WDCs/index.php>

Participation: 4,841 young people were served by the program during July 1, 2006-June 30, 2007.

Who is Served: Youth must be 14 through 21 years old, low income, and meet other criteria described in the Workforce Investment Act (WIA) such as a need for additional assistance to complete an educational program or to secure and hold employment. To be low income, one must be a welfare or food stamp recipient, homeless, a foster child, or have a family income below 70 percent of the lower living standard income level.

Program Description: The program prepares low-income youth ages 14 to 21 for academic and employment success. Eligible youth may receive counseling, tutoring, job training, mentoring, or work experience. Other service options include summer employment, study skills training, or instruction in obtaining a GED or equivalent. Youth may access information services through WorkSource, the state's one-stop career center system.

Other Program Characteristics: Local priorities for WIA Title I-B Youth Activities grant must support the priorities described in each local workforce development council's strategic plan and WIA operations plan and must also be consistent with the goals identified in *High Skills, High Wages*, the state's strategic plan for workforce development.

Program History: WIA provides workforce preparation and employment services for dislocated workers and low-income youth and adults. Originally passed in 1998, WIA created an integrated service delivery system open to all adults. Called "WorkSource" in Washington State, this "one-stop" system offers a comprehensive array of services through local WorkSource centers and affiliate sites, as well as through the Internet. Washington's Governor designated the Workforce Training and Education Coordinating Board to act as the state *Workforce Investment Board* and Employment Security Department as the administrative entity. The state's 12 workforce investment areas each have a business-led workforce development council whose members are appointed by local elected officials. Councils have strategic and operational responsibilities, including planning and overseeing their area's WorkSource systems and WIA-funded programs, as well as designating administrative entities and WorkSource operators.

Planning Cycle:	Two-year planning cycle.
State Core Measures:	See Workforce Training Results at http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp
Other Outcome Measures:	<p>The federal measures used to determine the program's success include:</p> <ul style="list-style-type: none"> • Skills attainment rate. • Entered employment and education rate. • Employment retention. • Earnings. • High school degree or certificate attainment rate. • For out-of-school youth, literacy and numeracy skill attainment rate.
Funding and Regional Division:	<p>The majority of WIA funds are allocated to the state and distributed to the 12 local areas based on their employment levels and demographics. Federal law defines the funding formulas, which is based on the number of unemployed and the number of targeted persons living in the area. The data is compiled and used to distribute funds to local areas. A portion of the funds available to the Governor for statewide activities are distributed to workforce investment councils and other entities based on criteria set at the state level.</p>
State Funding:	None.
Federal Funding:	\$20,232,000 (July 1, 2007-June 30, 2008), U.S. Department of Labor.
Statutory Authority:	This federal program, authorized by the Workforce Investment Act, P.L. 105-220, is administered by the Employment Security Department.

WASHINGTON SERVICE CORPS/AMERICORPS

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State Website: www.wa.gov/esd/wsc
Local Link: Select the region of your choice from the map at the state web site.

Participation:	734 participants were served by the Washington Service Corps/AmeriCorps program during September 1, 2006-August 31, 2007.
Who is Served:	The individual placement program is for unemployed, out-of school youth between the ages of 18 and 25. The team-based program serves any resident of the state 17 years and older who is a citizen or a permanent resident alien.
Program Description:	Washington Service Corps (WSC) engages people across the state in full-time service projects benefiting their local communities. It was formed in anticipation of a national program to establish a service delivery system and provide state matching funds. With the advent of the federal AmeriCorps program, WSC developed a broad-based program to involve service opportunities for Washington residents, both in teams and individuals. In partnership with local sponsors, such as school districts, local governments and chambers of commerce, WSC promotes work ethic and the satisfaction and skills learned by "getting things done." AmeriCorps is a service program, not a workforce or training program. Although members receive some job and work maturity skills training, it is not the intent or the focus of the program.
Other Program Characteristics:	Members who complete their term of service (normally 10 1/2 months) are eligible to receive a federally-funded education award of \$4,725. The award is held in trust and paid to educational institutions or to sponsors of federally-guaranteed student loans. In both the individual and team programs, members must have completed high school or received a GED before using their educational awards.
Program History:	The WSC was founded in 1983 to involve young adults in their communities. WSC placed 18 to 25-year-olds in six-month projects and supported them with a minimal living allowance. In 1993, AmeriCorps was created by the federal government to give Americans an opportunity to serve their communities and earn educational benefits. WSC has been a major provider of AmeriCorps services since the program was launched in 1994.
Planning Cycle:	Every two years.

Outcome Measures:	Each AmeriCorps team establishes performance measures in three categories: Direct Service, Community Strengthening, and Participant Development. Each performance measure is defined by establishing activities, results, measurements, standards, and beneficiaries.
Funding and Regional Division:	AmeriCorps*USA competitive grants are awarded for a three-year cycle with an annual renewal process. Two grants supporting the Washington Reading Corps are sought annually. WSC is a statewide program, administered from offices in Lacey.
State Funding:	\$663,000 (July 1, 2007-June 30, 2008) ESD Penalty and Interest Fund; approximately \$946,000 from the Office of Superintendent of Public Instruction as local matching funds for the Washington Reading Corps.
Federal Funding:	\$4,666,000 (September 1, 2007-August 31, 2008), Corporation for National Service through the Washington Commission for National and Community Service for AmeriCorps*USA programs through a nationally competitive selection process; \$2,897,400 from the Corporation for National Service through the Washington Commission for National and Community Service for AmeriCorps*USA Washington Reading Corps programs (to support the Washington Reading Corps); and \$1,343,000 from the Corporation for National Service for AmeriCorps*VISTA programs (to support the Washington Reading Corps).
Statutory Authority:	RCW 50.65. Administered by the Employment Security Department.

WASHINGTON CONSERVATION CORPS

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Local Link: http://www.dnr.wa.gov/RecreationEducation/Topics/OtherRecreationInformation/Pages/washington_conservation_corps.aspx

Participation:	180 participants were served by the Washington Conservation Corps during July 1, 2006-June 30, 2007.
Who is Served:	The program enrolls unemployed young adults between 18 and 25 years of age.
Program Description:	Washington Conservation Corps (WCC) has two purposes: It enhances Washington's environment and helps unemployed young adults become employable by giving them experience working outdoors. WCC has many objectives, including conservation, rehabilitation, and enhancement of the state's natural, historic, environmental, and recreational resources. Specific projects organized by participating state agencies include such tasks as stream rehabilitation, trail and campground maintenance, facility maintenance, wildlife control fencing, reforestation, and research assistance.
Other Program Characteristics:	WCC develops work experience, group achievement, land stewardship, resource conservation, and environmental appreciation among Washington youth through a wide range of public works projects. The Departments of Fish and Wildlife, Natural Resources, and Ecology offer scholarships up to \$4,725 to corps members who serve one year. The Department of Ecology coordinates WCC projects with federal, state, local, and nonprofit agencies.
Program History:	WCC was established in 1983.
Planning Cycle:	Every two years.
Outcome Measures:	<p>WCC measures its success by the impact of the services it provides and by the work it accomplishes. Participating agencies also measure performance. (See below).</p> <ul style="list-style-type: none">• Department of Ecology: Miles of streambed restored, enhanced, or protected.• Department of Parks and Recreation: Linear feet of trail and number of facilities maintained.• Department of Natural Resources: Linear feet of trail and number of campsites maintained.• Department of Fish and Wildlife: Linear feet of fence and number of access sites maintained.

Funding and Regional Division: WCC is a statewide program.

State Funding: \$1,775,000 (July 1, 2007-June 30, 2008).

- Department of Ecology \$ 475,000
- Department of Natural Resources \$ 305,000
- Department of Fish and Wildlife \$ 195,000
- Department of Parks and Recreation \$ 800,000

Federal Funding: None.

Statutory Authority: RCW 43.220. Established in four natural resource agencies.

JOB CORPS

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Local Link: <http://www.dol.gov/dol/location.htm>

Participation:

1,324 participants were served by Job Corps centers in Washington state during July 1, 2006-June 30, 2007.

Who is Served:

To meet eligibility requirements, applicants must:

- Be at least 16 and not yet 25 years of age at the time of enrollment.
- Have signed consent from a parent or guardian if under 18 years of age.
- Be a United States citizen or national, or a lawfully admitted permanent resident authorized by the Attorney General to work in the United States.
- Be economically disadvantaged and in need of academic or career technical training.
- Have no history of serious behavioral problems. Applicants on probation, parole, under a suspended sentence, or under the supervision of any court agency or institution will be considered on a case-by-case basis.

Applicants are automatically eligible if they meet the above criteria and are:

- Homeless, runaway, or a foster child
- A parent

Program Description:

Job Corps is a comprehensive work-readiness program designed to give low-income youth a chance at a fresh start and a promising future. Young adults receive the educational, career technical and social skills training needed to compete in today's challenging job market. Students are provided with room and board, medical care, recreational activities, leadership and volunteer opportunities, work experience, counseling, advanced training, and placement assistance. GED and English as a Second Language classes are also available.

Program History:

Job Corps was originally established under the U.S. Office of Economic Opportunity in 1964, and it has operated in Washington State since 1965 with four campuses serving approximately 1,500 students per year. Now administered by the U.S. Department of Labor, the program provides academic, career technical, social, and employment skill training for young adults.

Planning Cycle:	Annual.
Outcome Measures:	Outcome measures include attainment of a GED or high school diploma, completion of a vocational program, number and quality of job placements, and long-term retention in the workforce after separation from the program.
Funding and Regional Division:	There are no sub-state divisions. The program is administered by the Department of Labor Office (DOL) of Job Corps in San Francisco. Funding is allocated from DOL. For operation of the Cascades Job Corps Center (Sedro-Woolley), the Regional Office in San Francisco awards a competitive contract. DOL has an interagency agreement with the U.S. Forest Service for the operation of the Curlew Job Corps Center (Curlew) and the U.S. Bureau of Reclamation for the operation of both the Fort Simcoe Job Corps Center (White Swan) and the Columbia Basin Job Corps Center (Moses Lake).
State Funding:	None.
Federal Funding:	\$25,422,000 (July 1, 2007-June 30, 2008) DOL awards program funds directly to the four Job Corps Centers operating in the state as well as the Outreach & Admissions contractor.
Statutory Authority:	Federal - Title I Chapter VI-C Workforce Investment Act of 1998. The program is administered through the San Francisco Regional Office of the U.S. Department of Labor (DOL), and no funds are allocated to state government or passed through state government.

WORKFORCE PREPARATION AND EMPLOYMENT SERVICES FOR ADULTS							
Program	Targeted Population	State Funds	Federal Funds	Federal Grantor	Operating Cycle	State Admin. Agency	
Postsecondary Technical Education	All high school graduates and/or those 18 and older	\$261,557,000	\$14,196,000	U.S. Dept. of Education	7/1 to 6/30	State Board for Community and Technical Colleges	
Wagner-Peyser Act	All legal workers and all employers seeking workers		\$14,785,000	U.S. Dept. of Labor	7/1 to 6/30	Employment Security Dept.	
Apprenticeship	Those 16 and older	\$1,375,000			7/1 to 6/30	Dept. of Labor and Industries	
On-the-Job Program	Universal access; priority for women, minorities, and disadvantaged individuals	\$100,000			7/1 to 6/30	Dept. of Transportation	
Workforce Investment Act, Title I-B Dislocated Worker Program	Dislocated workers		\$24,921,000	U.S. Dept. of Labor	7/1 to 6/30	Employment Security Dept.	
Trade Act—Trade Adjustment Assistance Program	Workers whose jobs are jeopardized by increased imports		\$10,373,000	U.S. Dept. of Labor	10/1 to 9/30	Employment Security Dept.	
Training Benefits Program	Unemployment insurance Claims	\$20,000,000			7/1 to 6/30	Employment Security Dept.	
Claimant Placement Program	Unemployment insurance claims	\$6,006,000			7/1 to 6/30	Employment Security Dept.	
Worker Retraining Program	Unemployment insurance recipients/exhaustees; priority given to dislocated workers	\$35,259,000			7/1 to 6/30	State Board for Community and Technical Colleges	
Reemployment Support Centers	Persons unemployed due to community economic distress or plant closures	\$175,000			7/1 to 6/30	Dept. of Community, Trade and Economic Development	
Displaced Homemaker Program	Displaced homemakers	\$538,000			7/1 to 6/30	State Board for Community and Technical Colleges	
Private Vocational Schools Act	Students	\$225,770 (license fees)			7/1 to 6/30	Workforce Board	
	TOTALS	\$325,010,000	\$64,275,000				

POSTSECONDARY TECHNICAL EDUCATION

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Local Link: www.sbctc.ctc.edu/general/c_index.aspx

Participation: 188,619 students (62,353 full time equivalents or FTEs) were served in Postsecondary Technical Education in 2006-2007.

Who is Served: Community and technical college programs are open to all high school graduates or persons aged 18 years or older. Those under 18 who have not completed high school may be admitted with permission from their local school districts. Nearly half of all state supported students in 2004-2005 were upgrading, training, or preparing for new jobs.

There are no eligibility requirements for postsecondary workforce training. Full-time students are assessed at admission and placed into appropriate courses. Some programs have prerequisites or selection criteria dictated by licensing or accreditation requirements. Training is offered at more than 600 sites operated by the 34 primary campuses and multiple extension sites, including branch campuses, technology centers, business centers, and state prisons. Community and technical college services are available in every county across the state.

Program Description: A variety of workforce opportunities are offered in community and technical colleges, including professional/technical education for employment; upgrade training and retraining to improve or supplement workers' skills in order to remain competitively employed; supplemental classroom apprenticeship training for indentured apprentices; and developmental education to raise reading, writing, and math skills for entry or success in a vocational program.

Community and Technical Colleges Job Preparatory Training, which provides students with skills required for specific occupations, is a key component of the state's workforce development system. The performance results of this program are measured each year. (See State Core Measures link below).

Other Program Characteristics: The Perkins IV component of career and technical education more fully develops the academic, occupational, and technical skills of secondary and postsecondary students who enroll in career and technical education programs. Perkins IV builds on the efforts of states and localities to develop challenging academic standards; integrates academic, occupational, and technical instruction; links secondary and postsecondary education; increases state and local

flexibility to develop, implement, and improve career and technical education; and disseminates national research and provides professional development and technical assistance to improve career and technical education programs, services, and activities.

Program History:

The first community colleges were established in the 1920s and were locally funded until the Legislature enacted the state's first junior colleges law in 1941. The law included a provision that specified career and technical education programs as part of the two-year college mission. The current system is framed in state law by the Community College Act of 1967 and the Technical College Act of 1991. The 1991 law merged the technical and community colleges and gave the State Board for Community and Technical Colleges (SBCTC) responsibility for Adult Basic Education programs. Federal funding for career and technical education legislation began with the Smith Hughes Act of 1917. In 1976, the Vocational Education Act set aside funds to assist special populations, such as people with disabilities, educationally disadvantaged, and single parents. The current law is the third reauthorization of a 1984 act. Known as Perkins IV, the act emphasizes career and technical education programs integrating academic and occupational education, technology use, teacher training, and distance learning.

Planning Cycle:

Five-year federal plan and two-year state plan.

State Core Measures:

See Workforce Training Results at <http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp>

Other Outcome Measures:

Outcome measures include program completion, employment, earnings, employer satisfaction, and student satisfaction. The Carl D. Perkins Career and Technical Education Act includes such outcomes as attainment of occupational, technical, and academic skill proficiencies; acquisition of degrees or credentials; placement and retention in postsecondary education or employment; and completion of career and technical programs leading to nontraditional training and employment.

Funding and Regional Division:

About 55 percent of the community and technical college system's operating budget is appropriated by the Legislature from the State General Fund. The balance consists of tuition (21 percent), grants

and contracts (16 percent), and local funds (8 percent). Perkins funds are allotted by the U.S. Department of Education to each state's "eligible agency" for strategic disbursement. The Workforce Training and Education Coordinating Board is Washington's eligible agency. SBCTC's disbursement is distributed to local campuses by a formula, following an annual local plan review and approval for each campus.

State Funding:

\$261,557,000 (July 1, 2006-June 30, 2007) Workforce State Share. Note: this funding amount does not include tuition, the Job Skills Program or the Worker Retraining Program, as in previous directories. The Job Skills Program and Worker Retraining Program are reported elsewhere in this directory.

Federal Funding:

\$14,196,000 (July 1, 2007-June 30, 2008) U.S. Department of Education.

Statutory Authority:

Federal- Carl D. Perkins Career and Technical Education Act as amended in 2006, P.L. 109-270. State- Community and Technical College Act of 1991, RCW 28B.50. Administered by the State Board for Community and Technical Colleges.

WAGNER-PEYSER ACT

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Local Link: <https://fortress.wa.gov/esd/worksource/StaticContent.aspx?Context=WSDirectorySeeker>

Participation:	353,181 individuals were served during July 1, 2006-June 30, 2007.
Who is Served:	Any individual legally entitled to work in the United States is eligible for service. Job seekers who are veterans receive priority referral to jobs and training as well as special employment services and assistance. In addition, the system provides specialized attention and service to individuals with disabilities, migrant and seasonal farm workers, ex-offenders, youth, minorities and older workers. All employers are eligible for service as long as they adhere to applicable federal and state employment provisions.
Program Description:	The purpose of Wagner-Peyser is to provide access to all job seekers to job finding and placement services and job listing and matching for employers. Close coordination is required between Unemployment Insurance (UI) services and reemployment services to help UI recipients return to work. Services are provided through a network of WorkSource centers and affiliate sites that offer group and individual staff-assisted activities, as well as self-service opportunities via computer resources. In addition, Go2WorkSource.com is an Internet-based resume matching service linked to employer-entered job postings. Assistance to job seekers is provided through job search activities, labor market information, employability self-assessments, job interview techniques, and resume preparation assistance. When appropriate, referrals are made available to other employment and training service providers located in WorkSource centers or other local sites. Employers receive a range of services, including screening, job order taking, applicant referrals, use of interviewing facilities, job fairs, and value-added information regarding the labor market and prevailing wage rates.
Other Program Characteristics:	Shifts in program design are anticipated to increase performance and apply new information and technology tools to match individuals with local job openings.
Program History:	The Wagner-Peyser Act established a national Public Employment Service as part of the New Deal legislation passed in 1933. Following the Great Depression of 1929, it focused on helping people find jobs. The act also benefited employers, working with them to identify their employment needs and connect them with potential workers.

In 1937, the Washington state Legislature authorized the state's public employment service. Congress amended the program in 1998 to be part of a one-stop service delivery system. In Washington state, this system is called WorkSource.

Planning Cycle:

Five-year.

State Core Measures:

See Workforce Training Results at <http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp>

Other Outcome Measures:

Federal measures include entered employment rate, average earnings, and job retention. State and agency measures include entered employment rate, time returning to work after receiving a service, and median hourly wage. Different methodologies apply for calculating and reporting data.

Funding and Regional Division:

Funds are allocated by the U.S. Department of Labor to the state based on the state's share of individuals in the civilian labor force and the number of unemployed individuals. In Washington, funds for local services are distributed to Workforce Development Councils which allocate funds to local ESD service sites.

State Funding:

None.

Federal Funding:

\$14,785,000 (July 1, 2007-June 30, 2008), U.S. Department of Labor.

Statutory Authority:

Federal - Wagner-Peyser Act of 1933 as amended by the Workforce Investment Act of 1998. Administered by the Employment Security Department.

APPRENTICESHIP

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Local Link: <http://www.lni.wa.gov/TradesLicensing/Apprenticeship/Programs/default.asp>

Participation:	15,618 apprentices participated during July 1, 2006-June 30, 2007.
Who is Served:	Participants must be at least 16 years old and meet other minimum qualifications established by industry standards that are included in written apprenticeship agreements.
Program Description:	<p>The Department of Labor and Industries (L&I) is the administrative arm of the Washington State Apprenticeship and Training Council. The Council's primary goal is to promote development and implementation of structured on-the-job training programs supplemented with related theoretical instruction. These programs provide individuals with the ability to progress from entry-level to fully qualified journey-level workers. Apprenticeship agreement standards include a progressive increase in scale of wages. Completion standards include minimum total work hours (2,000 - 10,000 hours, depending on occupation) and annual minimums for related and supplemental instruction (144 hours). L&I also develops, approves, and monitors on-the-job training programs for occupations requiring less than 2,000 hours of work experience.</p>
Other Program Characteristics:	Apprenticeship programs are developed by industry and labor and are constantly reviewed by these entities to ensure apprenticeship training standards respond to workforce needs. L&I systematically reviews approved apprenticeship programs (including adequate participation of females and minorities). Staff members assist in the development of more than 15 new apprenticeship programs each year.
Program History:	The federal Fitzgerald Act of 1937 established an apprenticeship program administered by the U.S. Department of Labor's Office of Apprenticeship. The U.S. DOL office sets labor standards for apprentices, registers apprenticeship programs, and certifies states to register apprenticeship and training programs. Washington adopted an apprenticeship law in 1941. The Washington State Apprenticeship Council sets the program's policy.
Planning Cycle:	Every two years.
State Core Measures:	See Workforce Training Results at http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp

Other Outcome Measures:	Outcomes are measured by the successful completion of an apprenticeship trade by an apprentice.
Funding and Regional Division:	<p>Washington State Apprenticeship Coordinators are responsible for the following areas:</p> <ul style="list-style-type: none"> • Region 1—Snohomish, Skagit, Whatcom, Island, and San Juan Counties. • Region 2—King County. • Region 3—Pierce, Kitsap, Clallam, and Jefferson Counties. • Region 4—Longview Office: Wahkiakum, Cowlitz, Clark, Klickitat, and Skamania Counties. • Region 4—Tumwater Office: Grays Harbor, Mason, Thurston, Lewis, and Pacific Counties. • Region 5—Okanogan, Chelan, Douglas, Kittitas, Grant, Yakima, Benton, Franklin, Walla Walla, and Columbia Counties. • Region 6—Ferry, Stevens, Pend Oreille, Lincoln, Spokane, Adams, Whitman, Garfield, and Asotin Counties.
State Funding:	\$1,375,000 (July 1, 2007-June 30, 2008) Medical Aid and Accident Prevention Funds.
Federal Funding:	None.
Statutory Authority:	<p>Federal - 29 CFR, Parts 29 and 30; Fitzgerald Act of 1937.</p> <p>State-Chapter 49.04 RCW: WAC 296-05. Administered by the Department of Labor and Industries.</p>

ON-THE-JOB PROGRAM

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Participation:	89 participants were served by the DOT On-The-Job Program during July 1, 2006-June 30, 2007.
Who is Served:	Minorities, females, and disadvantaged individuals are recruited for the program. The program is not discriminatory; non-protected group members may apply.
Program Description:	The goal of the program is to increase minority and female representation in the highway construction industry and create employment opportunities for disadvantaged people. Federal guidelines governing federally-funded highway construction contracts allow DOT to implement this affirmative action program. The program provides participants with training and support services while on the job.
Other Program Characteristics:	Wage earning opportunities are created for disadvantaged people in the highway construction industry. Contract training requirements enable minority and women participants to pursue a career in the skilled construction trades.
Program History:	On-the-Job Training Program trains and helps prepare minorities and women for higher paying skilled trades and transportation technology related careers to meet projected labor needs. This is a federally mandated program under CFR Title 23, Chapter 1, Subchapter C, Part 230.
Planning Cycle:	Every two years.
Outcome Measures:	Outcome measures are determined on a yearly basis and reported to the Federal Highway Administration in a Federal Aid Construction Cumulative Training Report. The report includes the number of participants starting, receiving, and completing training. The report also includes trainees completing 1,000 hours+ and apprentices reaching journey level.
Funding and Regional Division:	This is a statewide program. DOT has six regions: Northwest, North Central, Olympic, Southwest, South Central, and Eastern.
State Funding:	\$100,000 (July 1, 2007-June 30, 2008), state Legislature.

Federal funding:

None.

Statutory Authority:

Federal Highway Administration, Nondiscrimination Section, Title 23 USC 140; 23 CFR 230, Subpart A, Appendix B. Administered by the Washington State Department of Transportation.

WORKFORCE INVESTMENT ACT, TITLE I-B DISLOCATED WORKER PROGRAM

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Local Link: <http://www.washingtonworkforce.org/WDCs/index.php>

Participation:	7,771 participants were served by the program during July 1, 2006-June 30, 2007.
Who is Served:	Specific eligibility guidelines are described in the Workforce Investment Act (WIA). Dislocated workers are people who lost jobs due to plant closures, company downsizing, or some other significant change in market conditions. In most cases, eligible workers are unlikely to return to their occupations, and they must be eligible for (or have exhausted) unemployment compensation. Other conditions can lead to eligibility for services, such as being self-employed but not working as a result of general economic conditions, or being a displaced homemaker.
Program Description:	The program tailors employment and training services to meet dislocated workers' needs; establishes early intervention for workers and firms facing substantial layoffs; and fosters labor, management, and community partnerships with government to address worker dislocation. Dislocated workers are eligible for "core services" available through WorkSource, the state's one-stop career center system. Core services include skill assessment, labor market information, training program consumer reports, and job search and placement assistance. Second and third tier services are available for eligible dislocated workers unable to get jobs through core services. This sequence of services is individualized and may include more intensive assessments, counseling, and prevocational and vocational training.
Other Program Characteristics:	Local priorities for the WIA Title I-B Dislocated Worker grant must support the priorities described in each local workforce development council's strategic plan and must also be consistent with the goals identified in <i>High Skills, High Wages</i> , the state's strategic plan for the workforce development system.
Program History:	The Workforce Investment Act of 1998 (WIA) reformed federal employment, training, adult education, and vocational rehabilitation programs by creating an integrated system of workforce investment and education services for adults, dislocated workers, and youth. Called "WorkSource" in Washington state, this "one-stop" system offers a comprehensive array of services through local WorkSource centers and affiliate sites, and online. Washington's Governor

designated the Workforce Training and Education Coordinating Board (Workforce Board) to act as the state “Workforce Investment Board” and the Employment Security Department as WIA’s administrative entity. The state’s 12 workforce investment areas each have a business-led workforce development council whose members are appointed by local elected officials. Councils have strategic and operational responsibilities, including planning and overseeing their area’s WorkSource systems and WIA-funded programs, as well as designating administrative entities and WorkSource operators. Congressional action to amend and reauthorize the law is in progress.

Planning Cycle:

Every two years.

State Core Measures:

See Workforce Training Results at <http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp>

Other Outcome Measures:

Measures used to determine the program’s success include:

- Entered employment rate.
- Employment retention rate.
- Earnings increase of six months.
- Employment and education rate.

Funding and Regional Division:

At the state level, services are described in a two-year State Plan developed by the Employment Security Department and the Workforce Board and approved by the Governor. The U.S. Department of Labor must approve the plan in order to access funds. At the local level, services are described in two-year operations plans developed by workforce development councils and chief local elected officials. Funds are allocated to the local workforce investment areas using federal and state allocation formulas.

State Funding:

None.

Federal Funding:

\$24,921,000 (July 1, 2007 to June 30, 2008) WIA and U.S. Department of Labor.

Statutory Authority:

Federal - Workforce Investment Act, P.L. 105-220. Administered by the Employment Security Department.

TRADE ACT - TRADE ADJUSTMENT ASSISTANCE PROGRAM

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State Website: <http://www.esd.wa.gov/uibenefits/specialservices/overseas/job-moved-overseas.php>

Participation:	1,783 participants were served by the Trade Act – Trade Adjustment Assistance Program (TAA) during October 1, 2006-September 30, 2007.
Who is Served:	To qualify for services and benefits, the U.S. Department of Labor must certify that a group of workers has been adversely affected by foreign trade. Once certified, each worker applies separately for services and benefits. Various reemployment and training-related services have different criteria and deadlines.
Program Description:	The program assists trade-affected workers who have lost their jobs as a result of increased imports or shifts in production out of the United States. Certified workers are assisted in returning to employment. Depending on assessments, individuals may be eligible to receive job search allowances, relocation allowances, or training assistance. They may also be eligible to receive weekly income support benefits or Trade Readjustment allowances once their employment benefits have been exhausted.
Other Program Characteristics:	<p>The services that workers receive under this program are offered in conjunction with other assistance provided in WorkSource centers, depending on need.</p> <p>Program History The Trade Act of 1974 established the TAA program. In 1993, the Trade Act was amended to include the North American Free Trade Agreement—Transitional Adjustment program (NAFTA-TAA). The Trade Act was again amended in 2002 to expand eligibility and increase services and also to repeal the NAFTA-TAA program.</p>
Planning Cycle:	Annual.
Outcome Measures:	<ul style="list-style-type: none">• Entered employment rate.• Employment retention rate.• Earnings increase after six months.
Funding and Regional Division:	This program is administered at the state level. Certified workers apply for TAA services through their local WorkSource offices.
State Funding:	None.

Federal Funding:

\$10,373,000 (October 1, 2007-September 30, 2008), U.S. Department of Labor.

Statutory Authority

Federal - The Trade Act of 1974 as amended, (P.L. 93-618). The Employment Security Department serves as an agent to the U.S. Department of Labor in administering the program in Washington state.

TRAINING BENEFITS PROGRAM

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State Website: <http://www.esd.wa.gov/uibenefits/specialservices/training/training-benefits.php>

Participation:	1,204 participants were served by the Training Benefits Program during July 1, 2006-June 30, 2007.
Who is Served:	To be eligible for the Training Benefits Program, participants must show that training is needed to find suitable work, establish that a full-time training program will enhance their marketable skills and earning power, and that the training is for a high-demand occupation as determined by the local workforce development council. This means participants would not qualify for training benefits if they could get a job without any training that pays similar to the job for which they are training. Participants can receive up to a maximum of 52 times their weekly benefit amount, minus any regular and extended benefits paid.
Program Description:	Training benefits are additional Unemployment Insurance (UI) benefits paid to eligible dislocated workers enrolled in and making satisfactory progress in a full-time vocational training program approved by the UI program. Training benefits are paid after a participant receives all regular (and federally extended) benefits payable. However, participants must apply for training benefits within 60 days of being notified of the program and be enrolled in training within 90 days of being notified of the program.
Other Program Characteristics:	Training benefits are payable until the participant completes (or withdraws from) training or runs out of benefits, whichever comes first. Training benefits are payable only while a participant is enrolled and making satisfactory progress in an approved full-time training program.
Program History:	Enacted by the Legislature in February 2000, training benefits provide additional unemployment insurance benefits to qualified individuals participating in approved training programs determined necessary for their reemployment.
Planning Cycle:	Annual.
Outcome Measures:	Outcome measures include participant employment and earnings.

Funding and Regional Division:	Training benefits are paid from the UI Trust Fund but cannot exceed the \$20 million annual cap established by the Legislature. The expenditure of training benefits is controlled through an obligation process established by the Employment Security Department.
State Funding:	\$20,000,000 (July 1, 2007-June 30, 2008).
Federal Funding:	None.
Statutory Authority:	State - RCW 50.22.130, RCW 50.22.140, RCW 50.22.150. Administered by the Employment Security Department.

CLAIMANT PLACEMENT PROGRAM

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State Website: <http://www.esd.wa.gov/>

Participation:	61,465 participants were served by the Claimant Placement Program during July 1, 2006-June 30, 2007.
Who is Served:	All of those identified by a “profiling system” are eligible to participate in the program. Priority is given to people who are likely to exhaust their Unemployment Insurance (UI) benefits, older workers, and potentially long-term unemployed persons.
Program Description:	Claimant Placement services are provided to people most likely to exhaust their UI benefits. Types of services include employability and skill assessments, labor market research, résumé assistance, interview skills training and help finding a job. When appropriate, referrals are made to other employment and training providers within WorkSource or outside the system to ensure more intensive services and retraining opportunities are explored to assist the person’s return to work. Participants face a potential denial of benefits if they fail to meet requirements of the program.
Other Program Characteristics:	Shifts in program design are anticipated to boost performance and use new information technology tools developed to match individuals with local job openings.
Program History:	The program was authorized by the Washington state Legislature in 1987 to provide early intervention reemployment services to state unemployment insurance claimants. Priority was designated to claimants who were likely to be to become “long-term unemployed.” Changes were made to the program in subsequent years. In 1993, the program merged with new federal requirements to “profile” claimants most likely to exhaust their UI benefits before returning to work. Reemployment services are currently provided through the 29 WorkSource centers located across the state.
Planning Cycle:	Annual.
Outcome Measures:	Federal, state, and agency measures are entered employment rates, wages at employment and the amount of time it took to return to work after receiving a service. Different methodologies apply for calculating and reporting data.

Funding and Regional Division:	Funding is part of the Employment Services Administrative account appropriation from the legislature to the Employment Security Department. Funds are targeted to maximizing technology and tools, as well as providing staff strategically in WorkSource centers throughout the state.
State Funding:	\$6,006,000 in 2007-2008 (July 1, 2007-June 30, 2008).
Federal Funding:	None.
Statutory Authority:	State - RCW 50.62 and 50.24.014. Administered by the Employment Security Department.

WORKER RETRAINING PROGRAM

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Participation:	10,688 individuals were served by the Worker Retraining Program in during July 1, 2006-June 30, 2007.
Who is Served:	The program serves unemployed people and those who have been notified they are about to be laid off. To qualify, a person must be eligible for or have exhausted his or her unemployment compensation benefits within the last 24 months. Dislocated workers and long-term unemployed people have priority access to the program's training and support services. Displaced homemakers, those formerly self-employed, and unemployed veterans recently separated from service may also qualify. Vulnerable workers (those who are employed but in declining occupations and have less than one year of college education plus a credential) may qualify depending upon the economic status of the local community.
Program Description:	The program serves the unemployed or those facing imminent layoffs. Community and technical colleges provide training in basic skills and literacy, occupational skills, vocational education, and related or supplemental instruction for apprentices. Qualified students may receive financial assistance to help with tuition, as well as the costs of child care and transportation. The program is administered by the State Board for Community and Technical Colleges with advice and counsel from the Workforce Training Customer Advisory Committee.
Other Program Characteristics:	Annual plans focus on training programs that prepare students for occupations with demonstrated demand for qualified workers and lead to jobs providing a living wage. Program plans actively involve business, government, and labor as they determine the employment demand and content of the training program. There is flexibility as to the length of participant training and program of study.
Program History:	The Employment and Training Trust Fund was established in 1993 to fund training and related support services for the unemployed and to fund improvements in the state's employment security system. After sunseting in 1997, the fund was reauthorized as the Worker Retraining Program with the passage of SB 5909 in 1999. Funding comes from the State General Fund.
Planning Cycle:	Annual.

State Core Measures:	See Workforce Training Results at http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp
Other Outcome Measures:	Include completion of an educational program, employment and wages in jobs closely approximating pre-layoff conditions.
Funding and Regional Division:	<p>2007-2008 funds are allocated as follows:</p> <ul style="list-style-type: none"> • Enrollment: 7,436 full-time equivalents (FTES). • Financial Aid/Training Completion Aid: \$1,300 per FTE. • Emergency Fund: Enables colleges to respond to major layoff and/or economic emergencies. • Private Vocational School Funding: \$3,816 per FTE (variable FTES depending upon demand and availability). <p>Each college is required to submit a one-year plan. The plans must be developed in cooperation with and endorsed by the college's worker retraining advisory committee. The plans are reviewed by a peer committee and the SBCTC and then recommended for funding by the Workforce Training Customer Advisory Committee.</p>
State Funding:	\$35,259,000 (July 1, 2007-June 30, 2008), State General Fund.
Federal Funding:	None.
Statutory Authority:	State - RCW 28C.04.410 and .420. Administered by the State Board for Community and Technical Colleges.

REEMPLOYMENT SUPPORT CENTERS

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Participation:	6,320 individuals were served by Reemployment Support Centers during July 1, 2006-June 30, 2007.
Who is Served:	Those recently unemployed due to community economic distress or plant closures are eligible. The program is not designed for the chronically unemployed or as a youth training program.
Program Description:	The program provides coordinated services to reduce emotional, physical, medical, and financial barriers keeping clients from conducting an effective job search. A second purpose is to increase the local community's capability to help its unemployed by building the capacity of the existing service delivery network. Types of services include job search assistance and job referral, training referral, financial counseling, utility payment assistance, and other support services.
Other Program Characteristics:	Three locally based contractors provide services. <ol style="list-style-type: none">1. Worker Center—Seattle.2. Pacific Mountain Workforce Development Council—Aberdeen.3. Olympic Community Action Program—Port Angeles.
Program History:	Created by the Legislature in 1987, the Reemployment Support Center Program provides direct and referral services to people who have recently lost their jobs. The program was originally a response to the timber and salmon crisis in rural counties, as well as large-scale layoffs in urban areas.
Planning Cycle:	Every two years.
Outcome Measures:	Outcome measures include units of service and client characteristics.
Funding and Regional Division:	The program has no sub-state or regional districts. Three reemployment centers submit a spending plan and a plan for units of service delivered. Each center receives equal funding. Currently Clallam, Jefferson, Grays Harbor, Pacific, and King counties are served by reemployment centers in Port Angeles, Aberdeen, and Seattle. Originally a program of the Employment Security Department, the Legislature later transferred the program to the Department of Community, Trade and Economic Development.

State Funding:	\$175,000 (July 1, 2007-June 30, 2008) State General Fund and the Employment Security Department Penalty and Interest Fund.
Federal Funding:	None.
Statutory Authority:	State - WAC 43-330-130. Administered by the Department of Community, Trade and Economic Development.

DISPLACED HOMEMAKER PROGRAM

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State Website: http://www.sbctc.ctc.edu/College/s_displacedhomemaker.aspx
Local Link: http://www.sbctc.edu/college/_s-dhplocations.aspx

Participation:

Approximately 40,000 displaced homemakers received counseling, job search, resume help, and local referrals through information, referral and support services during the 2005-2007 biennium. An additional 1,183 displaced homemakers participated in specially designed job and educational readiness classes to prepare them for economic self-sufficiency.

Who is Served:

The program targets individuals who have worked in the home for 10 or more years providing unsalaried household services for family members on a full-time basis, are not gainfully employed, need assistance in securing employment, and meet at least one of the following requirements:

- Depend on the income of another family member, but will no longer be supported by that income.
- Depend on federal assistance, but will no longer be eligible for that assistance.
- Supported as the parent of minor children by public assistance or spousal support, but the youngest children are within two years of reaching the age of twenty-one.
- Individuals who do not meet this criteria, but are experiencing similar circumstances, may be served on a space available basis.

Program Description:

The program offers free classes that help displaced homemakers identify their skills and find employment. In addition to support services and information and referral, statewide outreach educates residents about programs in their communities and the services they provide.

Other Program Characteristics:

Through "Intensive Instructional Services," displaced homemakers increase their awareness of employment and training opportunities. They also increase their awareness of transferable skills and abilities, increase self confidence, and learn new job skills. The program benefits from the collaboration of diverse agencies and organizations, and also offers comprehensive statewide coverage.

Program History:

The Washington state Legislature established a pilot project to

serve displaced homemakers in 1979 and made it a permanent program in 1982. The Displaced Homemaker Program provides training, counseling, job search, resume help, local referrals, and other services to help displaced homemakers find employment and become self-sufficient.

Planning Cycle:

Every two years.

Outcome Measures:

Completion of Intensive Instructional Services, which results in increased employability, increased earnings for those already employed or entry into career and technical education or academic programs.

Funding and Regional Division:

The Displaced Homemaker Program is funded through the State General Fund to provide statewide services to displaced homemakers. Funds are distributed through a competitive application process based on organizational capacity to administer funds and geographical representation. Eligible applicants include government and nonprofit organizations.

State Funding:

\$538,000 (July 1, 2007-June 30, 2008) State General Fund.

Federal Funding:

None.

Statutory Authority:

State - RCW 28B.04 and WAC 250-44. Administered by the State Board for Community and Technical Colleges.

PRIVATE VOCATIONAL SCHOOLS ACT

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State Website: www.wtb.wa.gov
PVSA Web Link: www.wtb.wa.gov/PCS_Introduction.asp

Who is Served:

Generally, a high school diploma or GED is required for entry into a private vocational school or college. In some cases, particularly for individuals without a high school diploma or equivalent, an “ability-to-benefit” test must be successfully passed before a student is accepted.

Program Description:

Private career schools comprise a large sector in the array of educational resources available to Washington state citizens. The Workforce Training and Education Coordinating Board licenses and regulates the schools, ensuring adequate educational quality and protection against unfair or misleading practices. It also administers the Tuition Recovery Fund, which provides financial assistance for students who are adversely affected by a school closure.

Program History:

Washington’s Private Vocational Schools Act was passed as a consumer protection law in 1986. The law protects students who enroll in private career school programs offering credentials below the degree level. Today, the state’s 259 schools offer a variety of career and technical training programs, such as massage therapy, boat building, health care, information technology, truck driving, and many more to over 28,000 students per year.

State Core Measures:

See Workforce Training Results at <http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp>

Other Outcome Measures:

The state’s Eligible Training Provider List is a form of outcome measurement for private schools. Schools that want their programs to be eligible to receive Workforce Investment Act Title I funds or train dislocated workers receiving extended Unemployment Insurance benefits must meet certain standards for student completion, employment, and earnings. In addition, many individual schools apply their own measures.

Funding and Regional Division:

Private vocational schools are not funded by the state. The Workforce Board’s costs to administer the Private Vocational School Act are offset by license fees paid by the schools. The Workforce Board received \$225,770 in license fees in 2006-2007 (July 1, 2006-June 30, 2007)

State Funding:

None.

Federal Funding:

None.

Statutory Authority:

Private Vocational Schools Act, RCW 28C.10 and WAC 490-105.
Administered by the Workforce Training and Education Coordinating Board.

WORKFORCE PREPARATION AND EMPLOYMENT SERVICES FOR ADULTS WITH BARRIERS						
Program	Targeted Population	State Funds	Federal Funds	Federal Grantor	Operating Cycle	State Admin. Agency
Return-To-Work Services Program	Injured workers	\$49,697,000			7/01 to 6/30	Dept. of Labor and Industries
Division of Vocational Rehabilitation	Disabled individuals	\$11,900,000	\$42,196,000	U.S. Dept. of Education	10/01 to 9/30	Dept. of Social and Health Services
Department of Services for the Blind	Blind or visually impaired individuals	\$2,361,000	\$8,830,000	U.S. Dept. of Education	10/01 to 9/30	Dept. of Services for the Blind
Washington State Business Enterprise for the Blind	Blind or visually impaired individuals	\$600,000	\$216,000	Federal vending machine revenue	10/01 to 9/30	Dept. of Services for the Blind
Native American Programs	Native Americans, Alaska Natives, Native Hawaiians		\$2,162,000	U.S. Dept. of Labor	10/01 to 9/30	U.S. Dept. of Labor
Temporary Assistance for Needy Families—WorkFirst Program	Applicants and recipients of welfare	\$41,695,000	\$34,856,000	U.S. Dept. of Health and Human Services	10/01 to 9/30	Dept. of Social and Health Services
WorkFirst Program Employment Services	Welfare recipients		\$28,111,000	U.S. Dept. of Health and Human Services	10/01 to 9/30	Employment Security Dept.
WorkFirst Program Community Jobs	Welfare recipients		\$20,025,000	U.S. Dept. of Health and Human Services	10/01 to 9/30	Dept. of Community, Trade and Economic Development
WorkFirst Program, WorkFirst Education and Training	Current and former welfare recipients		\$27,649,000	U.S. Dept. of Health and Human Services	10/01 to 9/30	State Board for Community and Technical Colleges
Workforce Investment Act, Title I-B Adult Program	Economically disadvantaged individuals		\$17,601,000	U.S. Dept. of Labor	10/01 to 9/30	Employment Security Dept.
Refugee Assistance Program	Low-income, legal refugees	\$7,143,600	\$7,291,000	U.S. Dept. of Health and Human Services	10/01 to 9/30	Dept. of Social and Health Services
Employment and Training for Migrant Seasonal Farm Workers	Low-income, seasonal or migrant farm workers and dependents		\$2,934,000	U.S. Dept. of Labor	10/01 to 9/30	Washington Farm Worker Investment Program Opportunities Industrialization Center
Community Services Block Grant Program	Low-income individuals		\$909,100	U.S. Dept. of Health and Human Services	1/01 to 12/31	Dept. of Community, Trade and Economic Development

WORKFORCE PREPARATION AND EMPLOYMENT SERVICES FOR ADULTS WITH BARRIERS							
Program	Targeted Population	State Funds	Federal Funds	Federal Grantor	Operating Cycle	State Admin. Agency	
Adult Basic Education	Persons with low basic skills, 16 and older	\$90,556,000	\$9,110,000	U.S. Dept. of Education	7/01 to 6/30	State Board for Community and Technical Colleges	
Volunteer Literacy Program	Persons wishing to learn to read and speak English	\$239,460	\$193,000		7/10 to 6/30	State Board for Community and Technical Colleges	
Offender Education Program	Adult offenders	\$16,849,000	\$335,000	U.S. Dept. of Education	7/01 to 6/30	Dept. of Corrections	
Offender Employment Services	Adult offenders and ex-offenders	\$973,000	\$298,000		7/01 to 6/30	Employment Security Dept.	
Special Employment Services for Offenders Program (Correction Camps)	Incarcerated youth and adults	\$4,369,000			7/01 to 6/30	Dept. of Natural Resources	
Disabled Veterans' Outreach Program	Disabled veterans		\$1,107,000	U.S. Dept. of Labor	10/01 to 9/30	Employment Security Dept.	
Local Veterans Employment Representative Program	Veterans		\$1,845,000	U.S. Dept. of Labor	10/01 to 9/30	Employment Security Dept.	
Senior Community Service Employment Program	Low-income persons 55 and older	\$158,000	\$1,417,000	U.S. Dept. of Labor	10/01 to 9/30	Dept. of Social and Health Services	
	TOTALS	\$226,541,060	\$207,085,100				

RETURN-TO-WORK SERVICES PROGRAM

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State Web site: <http://www.lni.wa.gov/>
Local Link: <http://www.lni.wa.gov/Main/ContactInfo/OfficeLocations/default.asp>

Participation:	11,909 participants were served by the Return-to-Work Services Program in 2006.
Who is Served:	Vocational benefits administered by the Washington State Fund are only available to eligible insured workers. Workers covered under Self-Insured employers may be eligible for the same benefits.
Program Description:	This program provides injured workers with return-to-work assistance. The Department of Labor and Industries uses qualified vocational providers to assist in return to work, assess participants' ability to work, and, where necessary, develop a rehabilitation plan. L&I may pay up to \$4,000 in a 52-week period for short-term training costs, which may be provided through community or technical colleges or by on-the-job training. These caps on training costs and time increase to \$12,000 and up to two years for plans approved on or after January 1, 2008.
Other Program Characteristics:	Reimbursed expenses may include books, tuition, equipment, and child care. Transportation during vocational rehabilitation services is paid separately. A "preferred worker" allows employers to hire workers whose injury prevents them from returning to work with their former employer and impairs their reemployment. State Fund employers who agree to hire these workers are excused from paying the usual premium for a period not to exceed 36 months with financial protection against any subsequent injury. Up to \$5,000 is provided for job modification for eligible workers.
Program History:	Vocational rehabilitation began officially for workers' compensation in the late 1970s and early 1980s. The program helps individuals to return to work through placement, assessment, and/or retraining.
Outcome Measures:	Not available.
State Funding:	Return-to-work services are funded through premiums collected from employers and employees insured by the Washington State Fund. Retraining fees are paid from the Accident Fund and include tuition, supplies, equipment, books, and travel. Job modification costs are paid from the Second Injury Fund. Vocational providers are paid from the Medical Aid Fund. State Fund vocational rehabilitation expenditures for July 1, 2006-June 30, 2007 totaled \$49,697,000.

Federal Funding:

None.

Statutory Authority:

State - RCW 51.32.095, 090, and 250. WAC 296-19A. Administered by the Department of Labor and Industries.

DIVISION OF VOCATIONAL REHABILITATION

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Local Link: <http://www.dshs.wa.gov/dvr/contactus/dvroffices.htm>

Participation:

Approximately 14,700 eligible individuals were served by the Division of Vocational Rehabilitation (DVR) during July 1, 2006-June 30, 2007.

Who is Served:

Participants include individuals of working age, with a focus on helping high school students plan as they prepare to transition to work and/or adult services. DVR's federal regulations limit service delivery only to individuals with disabilities who meet specific eligibility criteria. Eligibility requires certification by DVR that the individual with a disability:

- Has a physical, mental, or sensory impairment that constitutes or results in a substantial impediment to employment.
- Can benefit in terms of an employment outcome from the provision of vocational rehabilitation services.
- Requires vocational rehabilitation services to prepare for, enter into, engage in, or retain gainful employment. (Approximately 99 percent of individuals served by DVR have significant disabilities that result in multiple impediments to employment.)

Program Description:

DVR offers vocational rehabilitation and training services to help eligible individuals with disabilities become employed. The priority is competitive, full-time employment. Depending on the individual's disability and functional limitations, however, other outcomes such as part-time employment, self-employment, or supported employment are also appropriate. To meet these objectives, an individualized plan identifies a series of customized services to be provided, such as assessment, rehabilitation counseling, vocational and other training services, physical and mental restoration services, assistive technology, and/or job search and placement.

Other Program Characteristics:

When program funds or staff resources are insufficient to serve all eligible individuals, priority is given to those with the most significant disabilities. DVR identifies unserved or underserved groups, including individuals from diverse cultural and ethnic groups such as Native Americans, African Americans, Hispanics and Asians and Pacific Islanders. Since incorporation of the Rehabilitation Act into the Workforce Improvement Act, DVR has developed partnerships and service delivery coordination at most WorkSource sites across the state. This partnership includes providing extensive technical assistance to help ensure the accessibility of WorkSource core services to individuals with disabilities, as well as delivering DVR services to its eligible participants at 16 WorkSource locations in coordination with other partners.

Program History:	DVR operates under the Rehabilitation Act of 1973, including amendments by Congress through 1998. DVR has a long history of helping people with disabilities go to work. In 1933, it began as a division of the Vocational Education Department and operated with three staff. Currently, the division has approximately 315 staff and serves more than 14,000 individuals per year.
Planning Cycle:	Every two years.
State Core Measures:	See Workforce Training Results at http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp
Other Outcome Measures:	DVR establishes performance objectives at the start of the state fiscal year (July 1 through June 30). Two key outcome measures are: <ol style="list-style-type: none"> 1. Number of individuals who achieve an employment outcome. 2. Rate at which eligible individuals who enter an Individualized Plan for Employment (IPE) achieve an employment outcome. Other federal standards and indicators also apply.
Funding and Regional Division:	Headquartered in Lacey, DVR has 38 satellite offices around the state. Eight of these offices are co-located with WorkSource facilities. In addition, DVR has assigned individual staff to serve DVR participants at another eight WorkSource offices across the state. At these locations, a mix of Vocational Rehabilitation Counselors and WorkSource Specialists are employed by DVR to assist participants with vocational exploration and successful job search. DVR must submit a state plan to receive funding from the U.S. Department of Education under the basic support grant. This is a formula grant distributed to each state based on a calculation of its share of the previous allotment and its population. The state provides matching funds.
State Funding:	\$11,900,000 (Oct 1, 2006–September 30, 2007) State General Fund.
Federal Funding:	\$42,196,000 (Oct 1, 2006–September 30, 2007) U.S. Department of Education.
Statutory Authority:	Federal—Rehabilitation Act of 1973 amended in 1992, P.L. 102–569. State—WAC 388-891-005 through 1330 and RCW 74.29.005–080. Administered by the Department of Social and Health Services.

VOCATIONAL REHABILITATION FOR THE BLIND

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State Website: www.dsb.wa.gov

Participation:

1,193 participants were served by the Department of Services for the Blind (DSB) in the Vocational Rehabilitation Program during July 1, 2006-June 30, 2007.

Who is Served:

Any blind or visually impaired person may apply for vocational rehabilitation services. Eligibility is based on statutory criteria for legal or functional blindness and need for vocational rehabilitation services. Individuals must have a visual impairment that creates a barrier to employment.

Program Description:

DSB provides comprehensive and individualized vocational rehabilitation services to assist eligible individuals gain competitive employment. The emphasis is on family wage jobs with benefits in integrated settings.

Typical services include information and referral, vocational assessment, adaptive skills assessment and training, vocational counseling and career exploration, assistive technology and training, job skills and academic training, job development and job search assistance, transportation, placement, job site analysis (including assistive technology), employer support and follow-up. When appropriate, DSB also provides assistance in establishing small businesses. Services may include assessment and development of a business plan, occupational licenses, tools, equipment, technological aids, and other goods and services that can be reasonably expected to help participants achieve successful employment.

Other Program Characteristics:

DSB currently employs 15 full-time counselors with an average annual caseload of close to 100 participants requiring intensive vocational rehabilitation services. The rapidly changing nature of technology in the workplace presents a major opportunity and challenge for the Vocational Rehabilitation program. More jobs require high levels of technical skill and knowledge of computerized systems. Access to technology is required for visually impaired workers to be more productive and competitive in the workplace.

DSB strives to effectively integrate its Vocational Rehabilitation services into the Workforce Investment System. The Workforce Investment Act provides the opportunity to leverage the resources of larger agencies to assist in the employment of blind individuals.

Program History:	Originally part of the Department of Social and Health Services, the Commission for the Blind was established in July 1977. It was renamed the DSB in July 1983.
Funding and Regional Division:	DSB has no regional divisions. The agency is directed from Olympia with offices in Seattle, Spokane, Tacoma, Vancouver, and Yakima. The federal Department of Education, Rehabilitation Services Administration requires a state plan. Funding is allocated by formula: 79 percent federal grant and 21 percent state matching funds, based on state population.
State Funding:	\$2,361,000 (July 1, 2007-June 30, 2008), State General Fund.
Federal Funding:	\$8,830,000 (July 1, 2007-June 30, 2008), U.S. Department of Education, Rehabilitation Services.
	Planning Cycle: State annual and biennial planning. Federal planning is coordinated with the WIA State Unified Plan process.
State Core Measures:	See Workforce Training Results at http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp
Other Outcome Measures:	The primary outcome measure for vocational rehabilitation is successful competitive employment (above minimum wage in an integrated setting). Other measures include average wages, increase in earnings, benefits, job retention, employment outcome quality, participant satisfaction, coverage and accessibility of services, and cost effectiveness.
Statutory Authority:	Federal-34 CFR 361. State-WAC, Chapter 67-25. Administered by the Department of Services for the Blind.

WASHINGTON STATE BUSINESS ENTERPRISE FOR THE BLIND

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Local Link: <http://www.dsb.wa.gov/whoWeAre/BEPVendorLocations.htm#contentTop>

Participation:	31 participants were served by the Business Enterprise for the Blind during July 1, 2006-June 30, 2007.
Who is Served:	Individuals must be United States citizens and meet the legal definition of blind. They also must be referred by a Department of Services for the Blind vocational rehabilitation counselor and meet Business Enterprise Program requirements.
Program Description:	The purpose of the Business Enterprise Program is to provide opportunities for blind individuals to succeed as independent business people. The program is part of the state vocational rehabilitation program for the blind. The program's goal is to increase employment opportunities for blind citizens and to demonstrate their skills and abilities.
Other Program Characteristics:	Opportunities to become independent business people are made possible through training and licensing to operate and maintain vending machine and food service management facilities in public buildings. By legislation, blind persons participating in the program are given preference in the operation of vending facilities on federal, state, county, municipal, and other governmental property. The source of program funds is federal and state vending machine revenues.
Program History:	The Business Enterprise program was one of the programs that moved to the Commission for the Blind (later DSB) from the Department of Social and Health Services after legislation was signed in July 1977 that established separate services for people who are blind or visually impaired.
Planning Cycle:	Every two years.
Outcome Measures:	The primary outcome measure for the program is placement of licensed blind vendors in facilities and the successful operation of the sites under blind vendor management.
Funding and Regional Division:	The program has no regional divisions. It is directed from its main office in Olympia and funded by vending machine revenue only.
State Funding:	\$600,000 (July 1, 2006-June 30, 2007) State vending machine revenue.

Federal Funding:

\$216,000 (July 1, 2006-June 30, 2007). Federal vending machine revenue.

Statutory Authority:

Federal - Section 2, 49 Statute 1559 as amended. 209 USC 107 CFR 34, Part 395. State - RCW 74.18.220 and 74.18.230.WAC Chapter 67-35. Administered by the state Department of Services for the Blind.

NATIVE AMERICAN PROGRAMS

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Who is Served:

Those eligible for Section 166 Indian Native American (INA) Program services are Indians, Alaska Natives, and Native Hawaiians who are unemployed, or underemployed, or low-income individuals, or a recipient of a lay-off notice per CFR 668.300.

Program Description:

The WIA Section 166 Native American Program supports employment and training activities for Indian, Alaska Native, and Native Hawaiian people, helping more fully develop their academic, occupational and literacy skills to help them compete more effectively in the job market. A second purpose is to help participants achieve personal and economic self-sufficiency. The program also promotes the economic and social development of Indian communities. Services are provided in a culturally appropriate manner, consistent with the principles of Indian self-determination.

Other Program Characteristics:

INA grant recipients may provide any services consistent with the purposes of CFR 668.340 that are necessary to meet the needs of Native Americans preparing to enter, reenter, or retain unsubsidized employment. Services include skill assessments, career counseling, work experience, occupational skill training, skill upgrading and retraining, Adult Basic Education instruction, GED preparation, mentoring, and job placement assistance.

Planning Cycle:

Every two years.

Outcome Measures:

Performance measures and levels of performance are described in the Indian Native American Program plan as approved by the U.S. Department of Labor (DOL).

Funding and Regional Division:

In 2007, DOL awarded program funds directly to seven Indian Native American grantees in Washington state:

- American Indian Community Center, Spokane.
- Confederated Tribes & Bands of the Yakama Nation, Toppenish.
- Lummi Indian Business Council, Bellingham.
- Makah Tribal Council, Neah Bay.
- Puyallup Tribe of Indians, Tacoma.
- Seattle Indian Center, Seattle.
- Western Washington Indian Employment & Training Program.
-

Two other Tribes received federal DOL grants through the Bureau of Indian Affairs under P.L. 102-477:

- Colville Confederated Tribes, Nespelem.
- The Tulalip Tribes, Marysville.

State Funding:

None.

Federal Funding:

\$2,162,000 (July 1, 2007-June 30, 2008). Of this total, \$310,520 was directed to youth services and \$1,852,000 was allocated for adult employment and training services.

Statutory Authority:

Federal - Title I-D Section 166 of the Workforce Investment Act of 1998. The program is administered through the San Francisco Regional Office of the U.S. Department of Labor, and no funds are allocated to state government or passed through state government.

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES WORKFIRST PROGRAM

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State Website: www.workfirst.wa.gov
Local Link: <https://fortress.wa.gov/dshs/f2ws03esaapps/onlinecsco/findservice.asp>

Participation:

An average 31,567 adults per month were served by the WorkFirst program during July 1, 2006-June 30, 2007.

Who is Served:

Only recipients of Temporary Assistance to Needy Families (TANF) are eligible for Washington's WorkFirst program. Recipients and, on a limited basis, some applicants and former recipients are eligible for support services. As a part of the block grant funding, TANF programs are not considered an entitlement.

Program Description:

The federal Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) gives states limited flexibility to design their TANF programs. Washington's TANF Work Program is the cornerstone for the Welfare-to-Work initiative, and requires participants to prepare for, find, and maintain employment leading to self-sufficiency. Benefits are limited to 60 months in a lifetime with extensions available on a case-by-case basis. Upon entering WorkFirst, recipients receive a Comprehensive Evaluation (CE) to identify their skills and abilities. This multiple-part evaluation, provided by the WorkFirst partners, is designed to help WorkFirst recipients achieve better and quicker engagement in employment-related activities which lead to employment. Based on information gathered during the CE process, staff work with the parent to develop an Individual Responsibility Plan. Support services are provided to facilitate involvement in the WorkFirst program. Child care assistance, transportation, and other job-related expenditures are a part of the job planning process.

Other Program Characteristics:

Five state agencies jointly carry out the program, with oversight provided by the Office of Financial Management:

- The Department of Social and Health Services (DSHS).
- The Employment Security Department (ESD).
- The State Board for Community and Technical Colleges (SBCTC).
- The Department of Community, Trade and Economic Development (CTED).
- The Department of Early Learning (DEL).

For additional information about these agencies and their involvement in the WorkFirst program, please visit the WorkFirst website, at www.workfirst.wa.gov.

Program History:

WorkFirst went into effect in 1997 after PRWORA repealed and consolidated the Aid to Families with Dependent Children, Job Opportunities and Basic Skills program, and Emergency Assistance programs into TANF. The underlying WorkFirst philosophy is that everyone who is able to work should be working, preparing for work, or looking for work.

The Deficit Reduction Act of 2005 reauthorized the TANF block grant through 2010. The act made a number of changes to the current TANF program, including:

- Reducing states' flexibility to determine which activities count toward the federal work participation rate.
- Updating the base year for calculating the caseload reduction credit from 1995 to 2005. Because caseload declines have flattened out, Washington will no longer receive the same level of benefit from the caseload credit when determining federal participation rate targets. States that fail to meet the work participation requirements (50% for all families and 90% for two-parent cases) are subject to financial penalties
- Requiring states to verify the number of hours recipients spend in federally-approved activities.

Planning Cycle:

Annual.

Outcome Measures:

The TANF program has seven measures outlined in RCW 74.08A.410:

- 1. TANF Case Load Reduction**—Current TANF adult caseload as a percentage of the January 1997 adult caseload by Community Service Office. Data is available monthly, but lagged by one month due to availability.
- 2. Jobs Leading to Exits from TANF**—Percentage of clients exiting TANF within six months of entering employment. Data is available monthly.
- 3. Long-Term Exits from Welfare**—Percentage of adults who remain off TANF for 12 consecutive months. Data is available monthly.
- 4. Employment Retention**—Percentage of TANF adults with employment exits who earned at least \$2,500 per quarter for four consecutive quarters. Data is available quarterly.
- 5. Child Support**—Percentage of current and recent TANF child support cases with paid child support by Community Service Office. Data is available monthly.

6. *Percentage Increasing Earnings*—Percentage of clients leaving welfare whose earnings increased by 10 percent after one year. Data is available quarterly.

7. *Alternative Assistance for Applicants*—Percentage of TANF eligible applicants who choose to receive alternate sources of support instead of a TANF grant.

Funding and Regional Division: DSHS Division of Employment and Assistance Programs is divided into six regional offices and 58 local offices. Regions are allowed to tailor participant service delivery to maximize program effectiveness. They coordinate services through Local Planning Area units comprised of representatives from WorkFirst partners, community organizations, and tribal governments. Washington state receives a TANF block grant from the federal government. State plan amendments are made whenever substantive changes in spending TANF funds are made.

State Funding: \$41,695,000 (July 1, 2006-June 30, 2007) State maintenance-of-effort funds.

Federal Funding: \$34,856,000 (July 1, 2006-June 30, 2007) U.S. Department of Health and Human Services (TANF Block Grant). This includes financial and social support services, local contracts, client services, and support. Child care expenditures are not included. TANF and state funds transferred to other state agencies managing additional elements of the WorkFirst program are listed separately.

Statutory Authority: Personal Responsibility and Work Opportunity Reconciliation Act of 1996. Major portions of this Act are administered by the Department of Social and Health Services, including Temporary Assistance for Needy Families and the WorkFirst Program.

WORKFIRST PROGRAM EMPLOYMENT SERVICES

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State Website: www.wa.gov/workfirst

Participation:	Over 4,000 people per month were served by the Employment Security Department's WorkFirst Program Employment Services during July 1, 2006-June 30, 2007.
Who is Served:	Recipients of Temporary Assistance to Needy Families (TANF) are eligible for Washington's WorkFirst program.
Program Description:	<p>Employment Security Department (ESD) is one of the partner agencies that administers the WorkFirst program. ESD provides employment services to eligible TANF parents to help them acquire the best jobs possible. Parents receive services in an atmosphere that is focused on making the best possible employment match based on a Work Skill Assessment and individualized services. Should parents require other services to help them meet their goals, they are connected with those services.</p> <p>The federal Deficit Reduction Act of 2005 requires states to report actual hours of participation and to show that all reported activities were counted, supervised, documented, and verified according to federal specifications. States also face new federal restrictions on the types of activities that can count towards participation. ESD, as a WorkFirst partner, is required to document and report participation in the activities it directly provides for those parents receiving employment services.</p>
Other Program Characteristics:	ESD started the WorkFirst Career Services Program July 1, 2007, as a strategy to meet federal participation requirements. The Career Services Program offers additional support as families transition from welfare to work. Under this program, a parent who exits WorkFirst and works at least 30 hours per week in unsubsidized employment may be eligible for up to six weeks of employment retention and advancement services.
Program History:	<p>WorkFirst went into effect in 1997 after the Personal Responsibility and Work Opportunity Reconciliation Act repealed and consolidated the Aid to Families With Dependent Children, Job Opportunities and Basic Skills, and Emergency Assistance programs into TANF. Underlying the WorkFirst philosophy is the expectation that everyone who is able to work should be working, preparing for work, or looking for work.</p>
Planning Cycle:	Annual.

Outcome Measures:

Federal, state, and agency measures include:

- Entered employment rate.
- Wages at employment.
- Time returning to work after receiving a service.

Funding and Regional Division:

ESD's WorkFirst Services are distributed to 12 ESD WorkSource area directors to provide program services through local WorkSource centers, ESD affiliate sites, or Department of Social and Health Services Community Services offices.

State Funding:

None.

Federal Funding:

\$28,111,000 (July 1, 2007-June 30, 2008), TANF Block Grant funds.

Statutory Authority:

The Personal Responsibility and Work Opportunity Reconciliation Act of 1996. Major portions of the Act are administered by the Department of Social and Health Services, including Temporary Assistance for Needy Families and the WorkFirst program.

WORKFIRST PROGRAM COMMUNITY JOBS

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Participation:	The Community Jobs program served 2,545 participants during July 1, 2006-June 30, 2007.
Who is Served:	<p>Community Jobs participants must demonstrate to their Department of Social and Health Services case manager that:</p> <ul style="list-style-type: none">• They have been unsuccessful in or unable to complete a job search.• They have the potential to become more employable after a Community Jobs assignment.
Program Description:	<p>The Community Jobs program provides comprehensive, paid work experience plus training opportunities for hard to employ Temporary Assistance for Needy Families recipients. Community Jobs builds work and life skills. Participants improve the quality of their communities through their work in community, government, and tribal organizations. Private nonprofit contractor-partners provide participants with 20 hours of work per week, a paycheck, one-on-one support, and mentoring to resolve barriers to work. Program participants remain in the program up to six months, long enough to gain both substantial work experience and an opportunity to deal with life situations beyond crisis management. The ultimate goal is unsubsidized job placement.</p>
Program History:	<p>Since WorkFirst's implementation in 1997, Washington state has provided services to help clients conduct an effective job search to enter the labor market. Most WorkFirst clients have been successful in finding a job, however, some clients need additional assistance to enter the regular job market. The Community Jobs program was started in June 1997 to provide temporary community-based work and skill building experience to increase employability and successful job placement.</p>
Planning Cycle:	Community Jobs is part of the annual WorkFirst local planning process.
Outcome Measures:	Program contracts are performance-based with pay points for participant engagement, job enrollment, success in meeting individual development plan goals, and Community Job completion and/or unsubsidized job placement.

Funding and Regional Division:	CTED contracts with community-based organizations throughout the state to provide local service delivery operations, often as regional consortia.
State Funding:	None.
Federal Funding:	\$20,025,000 (July 1, 2007-June 30, 2008).
Statutory Authority:	The Personal Responsibility and Work Opportunity Reconciliation Act of 1996. Community Jobs Program is administered by the Department of Community, Trade and Economic Development.

WORKFIRST PROGRAM, WORKFIRST EDUCATION AND TRAINING

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Local Link: http://www.sbctc.ctc.edu/college/workforce/workfirst_contacts_for_students.pdf

Participation: 13,516 participants received services in WorkFirst Training programs, administered by the State Board for Community and Technical Colleges (SBCTC) during July 1, 2006-June 30, 2007.

Who is Served: Eligibility depends on the type of services offered, but generally eligible participants include current and former welfare recipients and other low-income working parents earning less than 175 percent of the poverty level.

Program Description: Community and technical colleges submit an application to use the block grant funds in one or more of the following activities:

- Comprehensive evaluation.
- Customized job skills training.
- Work-based learning/WorkFirst work study.
- WorkFirst financial aid/tuition assistance.
- Other basic skills and/or job skills training.
- Post-employment services.
- Child care or other services.

Program History: There have been significant changes to the program resulting from the Deficit Reduction Act of 2005 (DRA), signed in February 2006, which reauthorized TANF through 2010.

Specifically, the DRA made the following changes affecting employment and training activities:

- Required the Department of Health and Human Services to more rigorously define the 12 allowable “work” activities, four of which are education and training activities.
- Changed how student participation in education and training can be counted.
- Required that all educational activities, including homework, be supervised.
- Imposed new participation verification procedures.

Planning Cycle: Annual.

Outcome Measures:

The WorkFirst program is measured by:

Base Funding: A WorkFirst education and training provider must meet or exceed its own total Full-time Equivalent target from the preceding fiscal year in order to receive the same amount of base funding the next fiscal year or be subject to a 5 percent decrease.

Performance Funding:

- The number of TANF adults entering employment after training.
- Completions (degrees, certificates, high school diplomas and GEDs).
- Transitions from Basic Education to Vocational Education.

Funding and Regional Division: Community and technical colleges and WorkFirst training providers at community-based organizations and private colleges are awarded funds after submitting a WorkFirst Block Grant Plan application.

State Funding:

None.

Federal Funding:

\$27,649,000 (July 1, 2007-June 30, 2008).

Statutory Authority:

Temporary Assistance for Needy Families, WorkFirst Reinvestment Funds, and State Board for Community and Technical Colleges (SBCTC) budget. Administered by SBCTC.

WORKFORCE INVESTMENT ACT, TITLE I-B ADULT TRAINING PROGRAM

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StaticContent.aspx?Context=WSDirectorySeeker](https://fortress.wa.gov/esd/worksource/StaticContent.aspx?Context=WSDirectorySeeker)

Participation:	6,604 participants were served by the program during July 1, 2006-June 30, 2007.
Who is Served:	Specific eligibility guidelines are described in the Workforce Investment Act (WIA). Core services are available to all adults with no eligibility requirements. Intensive training services are authorized for unemployed individuals unable to find jobs through core services alone. In some cases, these services are available to employed workers who need more help to reach self-sufficiency.
Program Description:	The program prepares individuals 18 years and older for participation in the labor force by providing core services and access to job training and other services. Services are coordinated through the state's one-stop career center system, WorkSource. Core services include skill assessment, labor market information, consumer reports on training programs, and job search and placement assistance. Second and third tier "intensive" services are available for eligible adults unable to obtain jobs through core services. This sequence of services is individualized and may include more intensive assessments, individual counseling, employment planning, and prevocational and vocational training. Priority is given to welfare and low-income, WIA-eligible clients.
Other Program Characteristics:	Local priorities for the WIA Title I-B Adult Employment and Training Program must support the priorities described in each local workforce development council's strategic plan and must also be consistent with the goals identified in <i>High Skills, High Wages</i> , the state's strategic plan for the workforce development system.
Program History:	The Workforce Investment Act of 1998 (WIA) reformed federal employment, training, adult education, and vocational rehabilitation programs by creating an integrated system of workforce investment and education services for adults, dislocated workers, and youth. Called WorkSource in Washington state, this one-stop system offers a comprehensive array of services through local WorkSource centers and affiliate sites, and online. Washington's Governor designated the Workforce Training and Education Coordinating Board (Workforce Board) to act as the state Workforce Investment Board and the Employment Security Department as WIA's administrative entity. The state's 12 workforce investment areas each have a business-led

Workforce Development Council whose members are appointed by local elected officials. Councils have strategic and operational responsibilities, including planning and overseeing their area's WorkSource systems and WIA-funded programs, as well as designating administrative entities and WorkSource operators. Congressional action to amend and reauthorize the law is in progress.

Planning Cycle:

Two-year planning cycle.

State Core Measures:

See Workforce Training Results at <http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp>

Other Outcome Measures:

The measures used to determine the program's success are:

- Entered employment rate.
- Employment retention rate.
- Six months earnings increase.
- Education and employment rate.

Employer and participant satisfaction levels are also measured.

Funding and Regional Division

The majority of WIA funds are allocated to the state and passed on to each of the 12 local areas based on the employment and demographic characteristics of the geographic area. Federal law defines the funding formulas. Each program has funds allocated based on the number of unemployed and excess unemployed and the number of targeted persons residing in the area. The data is compiled and used to distribute funds to local areas. A portion of funds available to the Governor for statewide activities are distributed to councils and other entities based on criteria at the state level.

State Funding:

None.

Federal Funding:

\$17,601,000 (July 1, 2007-June 30, 2008) WIA Title I-B.

Statutory Authority:

Federal - Workforce Investment Act, P.L. 105-220. Administered by the Employment Security Department.

REFUGEE ASSISTANCE PROGRAM

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Participation:

The Refugee Assistance Program served more than 4,300 participants per month during July 1, 2006-June 30, 2007.

Who is Served:

Section 101 (a)(42) of the Immigration and Nationality Act defines the term "refugee" to mean any person who is persecuted or has a well-founded fear of persecution in his or her home country because of race, religion, nationality, membership in a particular social group, or political opinion. Individuals who are allowed to immigrate to the U.S. as refugees, certain Amerasians, Cuban/Haitian entrants, victims of severe forms of trafficking, and persons granted asylum are eligible for services.

Program Description:

The goal of the program is to assist in the resettlement of refugees in Washington state and to promote economic self-sufficiency as quickly as possible. This is accomplished by providing social and employment services, as well as financial and medical assistance. Services include public health screening, foster care if needed, cultural adjustment and social services, citizenship services, English language instruction, bilingual support, skills training, employment services, and job retention services.

The Refugee and Immigrant Assistance section (RIA) in the Department of Social and Health Services (DSHS) administers the funding for refugee services. The State Coordinator for refugee resettlement works in RIA and is responsible for ensuring the coordination of public and private resources for refugee resettlement in Washington state.

Other Program Characteristics:

The program emphasizes:

- Services be provided in a manner that is linguistically and culturally compatible with the refugee's background.
- English language instruction be provided in a concurrent, rather than in a sequential manner with other program services.
- Offering the same opportunities for training and instruction to refugee women as men.

Program History:

The program began in 1975 to help refugees successfully resettle in Washington state. Program services are delivered through

contracts with community-based organizations, voluntary refugee resettlement organizations (Volags), state and local government agencies, and private agencies. Washington ranks as the sixth largest state for refugee arrivals, resettling over 5 percent of the total number of refugees who come to the U.S. Over the last five years, an average of nearly 2,600 refugees per year resettled in Washington.

Planning Cycle:

Annual.

Outcome Measures:

Number of refugees receiving English as a Second Language training, health screening, public assistance, social services, employment services and job placement. For those receiving TANF and Refugee Cash Assistance, the outcome is the number of refugees who obtain employment and become economically self-sufficient.

Funding and Regional Division:

The Refugee Assistance Program uses the U.S. Department of Health and Human Services and DSHS regional structure for planning and service delivery. Funding is allocated by the federal Office of Refugee Resettlement based on the number of refugee admissions to the state.

State Funding:

\$7,143,600 (July 1, 2007-June 30, 2008) State General Funds for employment and English as a Second Language training; \$2,186,000 State General Funds for Citizenship services for refugees and immigrants.

Federal Funding:

\$7,291,000 (Oct. 1, 2007-Sept. 30, 2008) U.S. Department of Health and Human Services. \$1,200,000 from Temporary Assistance for Needy Families.

Statutory Authority:

Federal - Refugee Act of 1980, (P.L. 106-104); the U.S. Immigration and Nationality Act; Title 45 of the Code of Federal Regulations (CFR), Part 400; State - RCW Chapter 74.

EMPLOYMENT AND TRAINING FOR MIGRANT AND SEASONAL FARM WORKERS

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Participation: 900 people were served by the program during July 1, 2006-June 30, 2007.

Who is Served: Eligibility for participation in the program is limited to migrant and seasonal farm workers who, during a specified time period, received at least 50 percent of their income from or who were employed at least 50 percent of their time in farm work. Applicants must also be U. S. citizens and meet low-income guidelines.

Program Description: The program provides core, intensive employment and job training, and support services for those suffering chronic seasonal unemployment and underemployment in the agricultural industry. Services include job search assistance, career counseling, job development, on-the-job training, work experience, classroom training, and support services.

Other Program Characteristics: The Migrant Seasonal Farm Worker Program was developed after Congress concluded that chronic seasonal unemployment and underemployment in the agricultural industry constituted a portion of the nation's rural employment problem, substantially affecting the national economy.

Program History: Opportunities Industrialization Center (OIC) of Washington has provided employment and training services for migrant workers since 1999 under the Job Training Partnership Act. The program has been operated by a single grantee for the state selected by the U.S. Department of Labor through a competitive procurement process. OIC of Washington is operating the program as the Washington Farm Worker Investment Program under Title I, Section 167 of the Workforce Investment Act. Program services will be integrated into WorkSource, the state's "one-stop" career center system, with participants receiving core, intensive, and/or training services from OIC of Washington in partnership with WorkSource.

Planning Cycle: Two-year competitive bid.

Outcome Measures:

The program is measured by the number of eligible individuals receiving classroom training, on-the-job training, work experience, training assistance, emergency assistance, earned income, and intensive services. The program is also measured by the number of individuals placed in jobs or whose employability is enhanced.

Funding and Regional Division: There are six service regions:

- 1. Yakima Regional Office** serving Kittitas County and Upper Yakima Valley.
- 2. Sunnyside Regional Office** serving Lower Yakima Valley and Klickitat County.
- 3. Pasco Regional Office** serving Benton, Franklin, and Walla Walla Counties.
- 4. Moses Lake Regional Office** serving Grant and Adams Counties.
- 5. Wenatchee Regional Office** serving Chelan, Douglas, and Okanogan Counties.
- 6. Mount Vernon Regional Office** serving Skagit and Whatcom Counties.

Funds are distributed among states by formula. The U.S. Department of Labor establishes substate allocations consistent with the application and the approved grant plan.

State Funding:

None.

Federal Funding:

\$2,934,000 (July 1, 2007-June 30, 2008) U.S. Department of Labor.

Statutory Authority:

Federal - Title 1, Section 167 of the Workforce Investment Act (WIA). This program is currently administered by the Washington Farm Worker Investment Program, Opportunities Industrialization Center of Washington.

COMMUNITY SERVICES BLOCK GRANT PROGRAM

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Participation:	The Community Services Block Grant Program (CSBG) served 15,361 participants in workforce development programs during January 1, 2006-December 31, 2007.
Who is Served:	Citizens with incomes at or below 125 percent of the federal poverty level are eligible.
Program Description:	The purpose of the CSBG program is to encourage local communities to establish goals that address the causes of poverty. Funds support the costs of implementing comprehensive local plans designed to eliminate barriers to self-sufficiency among needy residents. The grant can support 84 activities and services, including housing assistance, emergency services, education, job readiness counseling, job placement assistance, nutrition, asset building, and transportation services.
Other Program Characteristics:	<ul style="list-style-type: none">• CSBG-funded activities are tied to long-term accountability measures with federal, state, and local private and public funders.• Community Action Agencies are collaborators and supporters for a variety of workforce development initiatives at the local level.• Community action strengthens the social service infrastructure necessary for employment.
Program History:	The CSBG Program is a continuation of the war on poverty program created by Congress in 1964. Funds and policies were transferred to a state block grant in 1981.
Planning Cycle:	Two-year state plan, with annual local plan.
Outcome Measures:	<ul style="list-style-type: none">• Unemployed people obtained employment.• People who were employed obtained an increased income.• People started small businesses through enterprise training and technical assistance.• People obtained living wage employment and benefits.• People obtained access to reliable transportation and/or drivers licenses to acquire or maintain employment.• People received diplomas or certificates after completing pre-employment skills training.

Funding and Regional Division:	The state contracts with 31 community action agencies, some serving more than one county, that address the causes of poverty in every local community in the state. Each community action agency must submit an annual Community Action Plan. Funds are distributed by a formula developed in collaboration with the Washington State Community Partnership. Funds are allocated according to the 1990 census of the number of persons living at or below 125 percent of poverty.
State Funding:	None.
Federal Funding:	\$909,100 (January 1-December 31, 2007) U.S. Department of Health and Human Services for workforce development programs from the overall block grant budget.
Statutory Authority:	Federal - P.L. 105-285. Administered by the Department of Health and Human Services, and Washington State Department of Community, Trade and Economic Development.

ADULT BASIC EDUCATION

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Participation:

64,498 individuals were served during July 1, 2006-June 30, 2007.

Who is Served:

To be eligible for Adult Basic Education, participants must meet the following requirements:

- Be at least 16 years old.
- Not be enrolled or required to be enrolled in secondary school under state law.
- Lack sufficient mastery of the basic educational skills that would enable them to function effectively in society and:
 - Not have a high school diploma or recognized equivalent, or
 - Not have achieved an equivalent level of education, or
 - Not be able to speak, read, or write the English language.

Program Description:

Adult Basic Education provides adult education and literacy services—including workplace literacy, family literacy, and/or English literacy—to help:

- Adults become literate and obtain the knowledge and skills necessary for employment and self-sufficiency.
- Adult parents obtain the educational skills necessary to become full partners in the educational development of their children.
- Adults in the completion of a secondary school education.

Adult literacy, family learning, workplace skills enhancement, English language instruction, citizenship classes integrated with English literacy, basic skills education, high school equivalency preparation, alternative high school diploma, and similar programs are all parts of the state's Adult Basic Education services.

These activities provide opportunities for adults to gain control over their own lives by enabling them to practice, learn from, and master the skills and strategies required for responsible citizenship, productive employment, and family self-sufficiency.

Other Program Characteristics:	Adult Basic Education Programs are provided by the state's community and technical colleges and by community-based organizations. The Adult Education Advisory Council has adopted updated performance goals, Adult Learning Standards, and a statewide standardized assessment system that are applicable to all providers. Service providers have developed broad-based, community-wide literacy programs using a variety of funding sources. For example, providers enter into local agreements to deliver basic skills for participation in WorkFirst, refugee resettlement and job training programs, as well as for inmates of state and local correction facilities.
Program History:	Federal adult education legislation, enacted in 1965, started the modern era of Adult Basic Education services in the state. In 1991, the program moved from the Office of Superintendent of Public Instruction to the State Board for Community and Technical Colleges (SBCTC). Over the years, special state and federal initiatives expanded the scope of adult education to include homeless adults, English language instruction, citizenship for undocumented adults, workforce basics, adults with disabilities, basic skills for welfare reform participants, and family literacy.
Planning Cycle:	Every two years, with a five-year state plan.
State Core Measures:	See Workforce Training Results at http://www.wtb.wa.gov/WashingtonStateCoreMeasures.asp
Other Outcome Measures:	Each Adult Basic Education provider must propose and report quarterly rates for participants to: <ul style="list-style-type: none"> • Demonstrate improvements in literacy skill levels in reading, writing, and speaking the English language; math skills; English language acquisition, and other literacy skills. • Enroll in, retain, or complete postsecondary education, further training, unsubsidized employment, or career advancement. • Earn a secondary school diploma or a GED certificate.

Funding and Regional Division: Funds are allocated among six funding areas in a ratio representing populations needing these services and the existing levels of service in each area. The current plan emphasizes increasing enrollment and improving student achievement by maintaining an Adult Basic Education presence throughout the state, fostering a local and regional fit between services and needs, demonstrating a commitment to direct and equitable access, and ensuring continuity of services for existing students. Each applicant for state and/or federal funding must compete with all other eligible applicants within his or her funding area. Competition is based on responses to the 12 criteria specified in WIA Title II, plus a budget item added by the state.

State Funding: \$90,556,000 (July 1, 2006-June 30, 2007) Primarily from SBCTC's allocation to colleges and a special line item in the SBCTC budget.

Federal Funding: \$9,110,000 (July 1, 2007-June 30, 2008). U.S. Department of Education.

Statutory Authority: Federal – Adult Education and Family Literacy Act, Title II of the Workforce Investment Act (WIA), P.L. 105-220, C.F.D.A. 84.0002. State – RCW 28B.50, WAC 180-72. Also, a special line item in the State Board for Community and Technical Colleges State General Fund budget.

VOLUNTEER LITERACY PROGRAM

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Participation:	1,398 volunteers participated in the program during July 1, 2006-June 30, 2007.
Who is Served:	<p>Tutors are carefully screened and trained by local program coordinators. To be eligible, participants must:</p> <ul style="list-style-type: none">• Be at least 16 years old.• Not be enrolled or required to be enrolled in secondary school under state law.• Lack sufficient mastery of basic educational skills enabling them to function effectively in society and:<ul style="list-style-type: none">▪ Not have a high school diploma or recognized equivalent.▪ Not have achieved an equivalent level of education.▪ Not be able to speak, read, or write the English language.
Program Description:	The Volunteer Literacy Program subsidizes the salary and benefits of an on-site professional to recruit, train, and support literacy tutors and match them with adult learners. Most tutors work on a one-to-one basis with students. Other tutors assist in classrooms, work with small groups of students, or provide related services such as recruiting and testing students.
Other Program Characteristics:	Tutoring programs provide students with intense one-to-one instructional opportunities at convenient times and locations. Tutoring programs also supplement service to students receiving classroom instruction.
Program History:	The State Board for Community and Technical Colleges (SBCTC) has awarded small grants to community and technical colleges, literacy councils, and community-based organizations to help recruit, train, and support volunteer literacy tutors since 1987.
Planning Cycle:	Every three years.

Outcome Measures:	<p>Each Adult and Family Literacy provider must propose and report quarterly rates for participants to:</p> <ul style="list-style-type: none"> • Demonstrate improvements in skill levels in reading, writing, and speaking the English language; numeracy; problem solving; English language acquisition; and other literacy skills. • Enroll in, retain, or complete postsecondary education, training, unsubsidized employment, or career advancement. • Earn a secondary school diploma or a GED certificate.
Funding and Regional Division:	SBCTC awards small grants to community and technical colleges, literacy councils, and community-based organizations across the state.
State Funding:	\$239,460 (July 1, 2007-June 30, 2008).
Federal Funding:	\$193,000 (July 1, 2007-June 30, 2008).
Statutory Authority:	State Board for Community and Technical Colleges budget.

OFFENDER EDUCATION PROGRAM

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http://www.sbctc.ctc.edu/college/e_correctionsed.aspx

Participation:

The Offender Education Program had 5,859 enrollments between July 1, 2006 and June 30, 2007.

Who is Served:

Educational programs are available to all offenders in 15 correctional facilities. The Department of Corrections (DOC) also educates offenders under the age of 22 who do not have a high school diploma or GED certificate, and offenders who have literacy scores lower than ninth grade. Career and technical education programs are available to offenders with limited employment and work histories.

Program Description:

The mission of the program is to provide offenders, under the supervision of DOC, with appropriate educational opportunities to increase knowledge, skills, and abilities to function effectively while incarcerated and upon release. Programs address a broad range of offender needs, including Adult Basic Education, vocational skills training, and offender change programs.

Other Program Characteristics:

DOC offers a variety of educational programs by coordinating the delivery of services. Primary education providers are local community colleges. DOC has standardized vocational skills training programs in information technology, welding, building maintenance, interactive media, electronics, and many other areas. Standardized offender change programs include Stress and Anger Management, Partners in Parenting, Getting it Right and Job Hunter.

Program History:

DOC contracts with two state agencies and several private/not for profit organizations to provide offender education services. The State Board for Community and Technical Colleges subcontracts with community colleges to provide basic skills, vocational skills training, and Partners in Parenting programs. Offender Employment Services provides a Job Hunter, Job Hunter X and Getting it Right programs. Stress and anger management is provided through the Mental Health Division, and pre-apprentice carpentry is also provided.

Planning Cycle:

Annual contract selection.

Outcome Measures:

DOC has two objectives for offender education in fiscal year 2008.

- Increase the number of offenders who complete a GED battery to a minimum of 1,296.
- Increase the number of offenders who complete vocational training programs to a minimum of 270.

Funding and Regional Division:

DOC is comprised of three regions. Statewide oversight of education is provided by the educational services administrator. The administrator works collaboratively with all contractors to develop a model of service delivery based on offender needs, including a menu of appropriate programs for the system.

State Funding:

\$16,849,000 (July 1, 2007-June 30, 2008)

Federal Funding:

\$335,000 (October 1, 2007-September 30, 2008) Grant to States for Workforce and Community Transition Training for Incarcerated Youth Offenders Program.

Statutory Authority:

State ESSB 6157.

OFFENDER EMPLOYMENT SERVICES

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Participation:	Offender Employment Services assisted more than 4,000 offenders in institutions and community programs during July 1, 2006-June 30, 2007.
Who is Served:	Participants are adult offenders in state correctional institutions and adult ex-offenders residing in local communities.
Program Description:	This program delivers employment reentry programs to individuals with criminal histories. The Employment Security Department works with a network of local contractors to provide pre-employment workshops and career fairs at several state prisons, offering job counseling for ex-offenders, incentives to businesses that hire offenders, a reentry guide for offenders, and training for professionals who counsel offenders.
Other Program Characteristics:	Employment and training services for offenders are delivered through Offender Employment Services partnerships with the Department of Corrections, community-based organizations, and other offender employment and training providers.
Program History:	Offender Employment Services, formerly known as Corrections Clearinghouse, was founded in 1972 to provide offender employment services. The OES mission is to develop comprehensive employment reentry strategies for individuals with criminal histories.
Planning Cycle:	Every two years.
Outcome Measures:	Outcome measures include enrollments, completions, job placements, job developments, and employment upgrades to include follow-up at 30, 60, and 90 days.
Funding and Regional Division:	Programs are located in correctional facilities, Community Justice Centers, and with Community Service Providers throughout Washington state.
State Funding:	\$524,000 (July 1, 2007-June 30, 2008) Penalty and Interest Funds; \$449,000 (July 1, 2007-June 30, 2008) Wagner-Peyser Funds.

Federal Funding:

\$298,000. (July 1, 2007-June 30, 2008). The Workforce Training and Education Coordinating Board grants federal Carl D. Perkins Funds (1 percent of Title 1) to the Employment Security Department.

Statutory Authority:

Federal - Carl D. Perkins Career and Technical Education Act of 2006, P.L. 109-270. Administered by the Employment Security Department.

SPECIAL EMPLOYMENT SERVICES FOR OFFENDERS PROGRAM (Correction Camps)

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Participation:	The program served approximately 1,400 adults and 180 youth during July 1, 2006-June 30, 2007.
Who is Served:	The program targets youth and adults incarcerated in state correctional facilities. Individuals are selected for the program's special employment services through an interagency agreement between the Department of Natural Resources (DNR), Department of Corrections (DOC), and Department of Social and Health Services (DSHS).
Program Description:	The program provides daily work opportunities for approximately 550 offenders, supporting projects managed by DNR and other agencies. Employment includes fire suppression, reforestation, thinning, forest plantation maintenance, recreation site maintenance, and providing services to other governmental agencies.
Other Program Characteristics:	DNR provides training and work opportunities for adult inmates and youth offenders. Both males and females fight fires, plant trees, do pre-commercial thinning of harvestable timber, clean up streams, control brush, and maintain forest roads. During a typical year, inmates plant trees from January through April, undergo fire fighting training in the spring, fight fires and improve timber stands during the summer, and do pre-commercial thinning, illegal dumpsite cleanup and litter collection year round. In addition, specialized crews work in saw mills, carpenter shops, sign shops, metal fabrication shops, sewing and upholstery shops, and vehicle maintenance and repair shops.
Program History:	The program was first authorized as an adult honor camp program by the Legislature in 1943 and has continued for over 60 years. DNR, DOC and the DSHS Division of Juvenile Rehabilitation cooperatively operate correctional camps for adult and juvenile offenders in Washington.
Planning Cycle:	Every two years.

Outcome Measures:

- Staff and equip 48 10-person hand crews.
- Train all wildland firefighting crew members to National Wildfire Coordinating Group standards.
- Staff four mobile fire kitchens.
- Complete all contracted work for other state, federal, local, and not-for-profit agencies.
- Complete approximately 15,000 acres of silviculture treatment, including planting, thinning, pruning, vegetation management, and site preparation on state lands each year.

(Note: Between July 1, 2005 and June 30, 2007, DNR camp crews successfully completed about 31,000 acres of silvicultural prescriptions. This is a little over 24 square miles each year.)

Funding and Regional Division: There are seven camps statewide.

Adult Camps

Olympic, Jefferson County

Cedar Creek, Thurston County

Larch, Clark County

Airway Heights, Spokane County

Monroe, Snohomish County

Mission Creek Correctional Center for Women, Mason County

Juvenile Camps

Naselle, Pacific County

Funding is secured through DNR's normal budget development process. DNR develops its budget based on the historical work provided by the camps and projected future workloads for emergency response, state trust land management, and services contracted out to other agencies on a cost reimbursement basis.

State Funding:

\$4,369,000 (July 1, 2007-June 30, 2008) State General Fund and State Timber Sales receipts.

Federal Funding:

None.

Statutory Authority:

RCW 72.09, 72.64.090, 76.04. Administered by the Department of Natural Resources.

DISABLED VETERANS OUTREACH PROGRAM

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Participation:	The Disabled Veterans' Outreach Program (DVOP) served 8,878 veterans during July 1, 2006-June 30, 2007.
Who is Served:	The program serves disabled and other eligible veterans with a priority given to disabled veterans.
Program Description:	DVOP specialists provide intensive services to veterans with special employment and training needs. Staff target services to "Special Disabled" veterans, disabled veterans, economically or educationally disadvantaged veterans, and veterans with other barriers to employment, especially homeless veterans. As an integral part of the state's labor exchange system, DVOP provides a full range of employment and training services to veterans.
Other Program Characteristics:	DVOP staff are also stationed at approved locations such as the Veterans' Affairs Hospital, the Veterans' Affairs Regional Office, and military installations.
Program History:	DVOP was initially established by executive order in 1977 and later authorized by the Veteran's Rehabilitation and Education Amendments of 1980. Although DVOP personnel are employees of this state, their positions are funded annually by U.S. Department of Labor grants.
Planning Cycle:	Federal fiscal year.
Outcome Measures:	The measures used to determine the program's success are: <ul style="list-style-type: none">• Entered employment rate.• Employment retention rate at six months.
Funding and Regional Division:	The Employment Security Department administers veteran activities via the 12 local WorkSource center directors. Funds are allocated to support specialists in designated WorkSource centers.
State Funding:	None.
Federal Funding:	\$1,107,000 (October 1, 2006-September 30, 2007) Veterans' Employment and Training Service, U.S. Department of Labor.

Statutory Authority:

Federal - Title 38, USC, Chapter 41, Section 4103A, as amended by the Job or Veterans Act of 2002, Public Law 107-288, enacted November 7, 2002. Administered by the Employment Security Department.

LOCAL VETERANS EMPLOYMENT REPRESENTATIVE PROGRAM

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State Website: <http://www.esd.wa.gov/findajob/specialprograms/veterans-services.php>

Participation:	The Local Veterans Employment Representative Program (LVER) served 7,150 veterans during July 1, 1906-June 30, 2007.
Who is Served:	Any person who served on active duty for a period of more than 180 days and was discharged or released from active duty with other than a dishonorable discharge or was discharged or released from active duty because of a service-connected disability is eligible.
Program Description:	<p>LVER staff work with other service providers to promote veterans as job seekers who have highly marketable skills and experience. They advocate for veterans for employment and training opportunities with business, industry, and community-based organizations. As an integral player in the local WorkSource office, LVER coordinates with WorkSource employer relations staff and partners.</p> <p>The program conducts a variety of job search assistance workshops and provides job development and referrals for veterans.</p>
Other Program Characteristics:	The state's plan is to physically integrate services where it makes sense, electronically tie various existing locations and providers together, and provide for extensive self-service options. The WorkSource career center system presents a broad range of reemployment services that were not previously accessible or readily available to veterans who visited job service centers.
Program History:	The LVER program was first authorized under the original GI Bill, the Servicemen's Readjustment Act of 1944. Since then, legislation has been enacted to increase benefits and entitlements for veterans. The Employment Security Department (ESD) receives annual grants from the U.S. Department of Labor to fund LVER positions.
Planning Cycle:	Federal fiscal year.
Outcome Measures:	<p>The measures used to determine the program's success are:</p> <ul style="list-style-type: none">• Entered employment rate.• Employment retention rate at six months. <p>Representatives carry out a number of specific monitoring functions to assure participation of veterans in employment and training programs and in subsequent referrals of qualified veterans to job opportunities.</p>

Funding and Regional Division:	ESD administers veteran activities via the 12 local workforce development councils. Funds are allocated to support local veteran employment representatives in designated WorkSource centers.
State Funding:	None.
Federal Funding:	\$1,845,000 (October 1, 2007 to September 30, 2008). Veterans Employment and Training Service, U.S. Department of Labor.
Statutory Authority:	Federal- Title 38, USC, Chapter 41, Section 4103A, as amended by the Jobs for Veterans Act of 2002, Public Law 107-288, enacted November 7, 2002. Administered by the Employment Security Department.

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

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AARP Foundation
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Telephone: 509.853.3410
Email: scsmcook@aol.com

Goodwill Industries, Inc.
Contact: Paul Hite, Program Manager
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Longview, WA 98632
Telephone: 360.425.6929
Email: phite@tacomagoodwill.org
Website: <http://tacomagoodwill.org/Page.aspx?nid=79>

National Asian Pacific Center on Aging (NAPCA)
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Website: www.napca.org
Federal Website: <http://www.doleta.gov/seniors>

Participation:

The Senior Community Service Employment Program (SCSEP) had 983 enrollments during July 1, 2006 and June 30, 2007 between the state and three national grantees.

Who is Served:

Program participants must be at least 55 years old and have a family income no higher than 125% of the federal poverty level. Enrollment priority is given to those over age 60, veterans, and qualified spouses of veterans. Those who live in rural areas, are members of a minority group, have limited English-speaking skills, are disabled, homeless or Native American, also have priority status. Overall, those who have the greatest economic needs and the lowest employment prospects are given priority.

Program Description:

SCSEP is a community service and work-based training program for older workers. It was authorized by Congress in Title V of the Older Americans Act of 1965 to provide subsidized, part-time, community service work-based training for low-income people age 55 or older who have poor employment prospects. Through this program, older workers have access to the SCSEP services as well as other employment assistance available through WorkSource, the state's one-stop career centers.

Other Program Characteristics: **Community Services** --The state program provides close to 97,000 community service hours to public and nonprofit agencies, allowing them to enhance and provide needed services.

Participant Services --Individual Employment Plan (IEP) development, orientation, community service placement, training specific to community service assignment, other training as identified in the IEP, supportive services, wages, fringe benefits, annual physicals, assistance in securing unsubsidized employment, and access to WorkSource, the state's one-stop career centers.

Program History:

The Washington state Department of Social and Health Services – Aging & Disability Services Administration (DSHS-ADSA) manages the state SCSEP plan and administers grants. DSHS-ADSA subgrants with Area Agencies on Aging, local WorkSource one-stop career centers, and other community-based organizations to operate local projects throughout the state. DSHS-ADSA coordinates with stakeholders, the workforce development system, the Aging & Disability Network and three national grantees to develop the state plan. The three national grantees operating in Washington state are AARP, Goodwill Industries, and the National Asian Pacific Center on Aging (NAPCA).

Planning Cycle:

Four-year state plan; annual grant cycle.

Outcome Measures:

The SCSEP Performance Goal definitions were revised to include common measures as a result of the 2006 Older American Act amendments. The SFY2008 common measures performance goals are:

- Common Measure Entered Employment -- 45%
- Common Measure Retention -- 75%
- Common Measure Average Earnings -- \$6,803

Funding and Regional Division:

The grant covers the state of Washington, with the exception of Pierce County, and is divided regionally by the 13 Area Agency on Aging Planning and Service Areas. The AARP Foundation SCSEP grant provides services in the Northwest, North Puget Sound, North Central, Northeast, and Southeast regions of the state. Goodwill Industries, Inc. serves the Coastal, South Puget Sound, Southwest, and South Central regions of the state. NAPCA serves Asian Pacific Islander individuals in King and Pierce counties only.

Non-Federal Funding:

\$158,000 (July 1, 2007-June 30, 2008) DSHS-ADSA and local match from subgrantees (does not include national grantees).

Federal Funding:

\$1,417,000 (October 1, 2007-September 30, 2008) Older American Act Title V Funding administered by the U.S. Department of Labor (DSHS-ADSA only - does not include federal funds for national grantees).

Statutory Authority:

Section 503 of the 2006 Older American Act Amendments, P.L. 109-365, October 17, 2006; RCW 74.36.100.

WORKFORCE PREPARATION AND EMPLOYMENT SERVICES – INDUSTRY SUPPORT							
Program	Targeted Population	State Funds	Federal Funds	Federal Grantor	Operating Cycle	State Admin. Agency	
Job Skills Program	Prospective employees and individuals in the workforce	\$2,725,000			7/1 to 6/30	State Board for Community and Technical Colleges	
Customized Training Program	Growing businesses in need of trained employees, and employees needing training	\$3,075,000			7/1 to 6/30	State Board for Community and Technical Colleges	
Industry Skill Panels	Employers and employees	\$340,000	\$400,000	U.S. Dept. of Labor	7/1 to 6/30	Workforce Board	
	TOTALS	\$6,140,000	\$400,000				

JOB SKILLS PROGRAM

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State Website: http://www.sbctc.ctc.edu/college/_e-wkforcejobskillsprogram.aspx

Participation:	6,745 individuals were served by the Job Skills Program during July 1, 2005-June 30, 2007.
Who is Served:	Prospective and current employees of a business receiving a Job Skills Program (JSP) grant are eligible for training. Eligible businesses and industries include private firms and institutions, groups, or associations concerned with commerce, trade, manufacturing, or service provisions. Public or nonprofit hospitals are also eligible.
Program Description:	<p>JSP brings together employers and educational institutions to provide customized employee training. State JSP funds, combined with employer match, support four types of training:</p> <ol style="list-style-type: none">1. New employee training for prospective employees before a new plant opens or when a company expands.2. Current employee retraining when retraining is required to prevent the dislocation of those employees.3. Current employee upgrading, enhancing productivity for advancement opportunities with greater skills and responsibilities.4. Industry initiatives supporting development of customized training programs for several companies within an industry.
Other Program Characteristics:	JSP concentrates its resources in areas with new and growing industries where there is a shortage of skilled labor to meet employers' needs, economically disadvantaged areas with high unemployment rates, and areas affected by economic dislocation. JSP coordinates economic development with workforce training.
Program History:	The state Legislature created JSP in 1983.
Planning Cycle:	Annual.
Outcome Measures:	<p>Applicants must:</p> <ul style="list-style-type: none">• Identify the elements on which trainees will be evaluated to ensure satisfactory completion of the training objectives.• Describe the expected results of the training project as they relate to need, when the results might be expected, and how they will be measured.

Funding and Regional Division:	JSP is a statewide program. Eligible applicants include any public secondary or postsecondary institution, independent institution, private career school, or college in the state, including community and technical colleges, secondary vocational programs, public colleges or universities with degree granting authority, and apprenticeship trusts. Also eligible are private, for-profit, or nonprofit institutions offering programs beyond the secondary level provided that such institutions are registered with the Workforce Training and Education Coordinating Board or the Higher Education Coordinating Board, or meet legal requirements for exemption from this requirement.
State Funding:	\$2,725,000 (July 1, 2007-June 30, 2008).
Federal Funding:	None.
Statutory Authority:	State - RCW 28C.04.400. Administered by the State Board for Community and Technical Colleges.

CUSTOMIZED TRAINING PROGRAM

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Participation:	Ten businesses and 293 employees were served in the first 15 months of the program's operation during August 1, 2006-October 30, 2007.
Who is Served:	Businesses and employees.
Business Eligibility:	<p>An eligible business must be:</p> <ol style="list-style-type: none">1. Adding jobs in Washington state.2. A Washington state Business & Occupation taxpayer.3. Able to contract with an eligible training provider for desired training.4. In need of short-term employee training (less than 12 months).
Trainee Eligibility:	Trainees may be perspective, new, or incumbent workers in the business.
Training Institution Eligibility:	Eligible training institutions include Washington's 34 community and technical colleges as well as any private career school or college licensed by either the Workforce Training and Education Coordinating Board or the Higher Education Coordinating Board.
Program Description:	A training institution delivers dedicated customized employee training as requested by the business. The level of customization may range from existing training curriculum delivered at the business's location to fully-customized training curriculum developed exclusively for the business.
Other Program Characteristics:	A three-party contract is signed by the participating business, the training institution, and the State Board for Community and Technical Colleges (SBCTC). Funds are drawn by the SBCTC from the Employee Training Finance Account and provided to the training institution as expenses are incurred. Upon completion of the training, the business is invoiced by the SBCTC for repayment, and all repayment is deposited back into the Employment Training Finance Account. The SBCTC reports business repayments to the Department of Revenue monthly. Businesses repay the funds interest free over an 18-month period and claim tax credits equal to 50 percent of the amount as they repay. Credits earned in one calendar year may be carried over to a subsequent year. No credit will be allowed on or after July 1, 2016.

Program History:

The Washington state Legislature created the Customized Training Program (CTP) in 2006. The legislature determined that customized training is critical to attracting and retaining businesses, and also improves the quality of life for workers and communities. The program reduces the costs of training to new and expanding firms by providing a tax credit equal to 50 percent of the cost of the training.

Planning Cycle:

Ongoing until program expiration date of July 1, 2012.

Outcome Measures:

Participating businesses are required to add new jobs in Washington state. The job growth requirement is the addition of three jobs for every four people trained (75% of the number of trainees). Job growth in each participating business will be reported by the business one year after the training program is completed. A full year's time has not elapsed yet for any of the projects; however, collective projected job growth for the first 10 projects is 406 new jobs.

Funding and Regional Division:

The CTP is a statewide program and available to all businesses that meet eligibility requirements. A maximum of \$500,000 per business per year is allowed. Maximums of \$3,000 per trainee for businesses with 50 or more employees and \$6,000 per trainee for businesses with fewer than 50 employees are allowed.

State Funding:

\$3,075,000 (Employment Training Finance Account), a revolving loan fund in the custody of the state treasurer and in effect from July 1, 2006 through June 30, 2012.

Federal Funding:

None.

Statutory Authority:

State - RCW 28B.67. Administered by the State Board for Community and Technical Colleges.

INDUSTRY SKILL PANELS

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Participation:	15 Industry Skill Panels were funded by the Workforce Board during July 1, 2007-June 30, 2008.
Who is Served:	Employers in selected industries.
Program Description:	<p>Industry Skill Panels are partnerships of businesses, labor, education, and training providers that identify skill gaps in their industry and develop actions to reduce or close the gaps. The Workforce Board administers state and federal funding for the panels and monitors their progress.</p> <p>Examples of Skill Panel activities include:</p> <ul style="list-style-type: none">• Creating industry skill standards and expanding their use.• Assessing skill gaps in an industry.• Assisting in the design of training curriculum.• Facilitating resource sharing between employers and education and training providers.• Informing investment decisions by education and training providers.• Developing policy recommendations for state policy makers and program administrators.
Other Program Characteristics:	The Workforce Board requires applicants to link proposals to their regional cluster strategies. Proposals must focus on industries in which there is a regional concentration of firms or employment, including employment opportunities in family-wage jobs.
Program History:	The Governor requested and the Legislature funded Industry Skill Panels for the first time in 2000.
Planning Cycle:	Two-year grants.
Outcome Measures:	<p>The Workforce Board is currently conducting an evaluation of Industry Skill Panels, including an evaluation of appropriate performance measures. There will be four areas of measurement, with a number of measures in each area. The four areas are:</p> <ol style="list-style-type: none">1. Measuring Impact on Workers2. Business Impact Measures3. Partnership Development, Management and Capacity4. Sustainability Measures

Funding and Regional Division:	Eligible applicants include the 12 regional Workforce Development Councils, community and technical colleges, Centers of Excellence representing the targeted industry, Chambers of Commerce, local Economic Development Councils, apprenticeship trusts, and Private Career Colleges.
State Funding:	\$340,000 (July 1, 2007-June 30, 2008).
Federal Funding:	\$400,000 (July 1, 2007-June 30, 2008).
Statutory Authority:	State – Chapter 103, Laws of 2008, Federal – P.L. 105-220 Sec.134(a)(3)

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